

By-Law of North Carolina Black Deaf Advocates

Article I

Name

- Section 1. The name of the organization shall be called, "North Carolina Black Deaf Advocates" NCBDA.

Article II

Objectives

- Section 1. The Objectives and General Purpose of the NCBDA are:
- a. To better inform us and the community about the rights and responsibilities of the Black Deaf citizens.
 - b. To identify, examine, and disseminate information related to the impact of social, economic, educational, health, political, and religious issues through the medium of panels, lectures, and workshops.
 - c. To encourage increase in leadership development and job opportunities for Black Deaf persons throughout the nation and to further their potential.

Article III

Offices

Section 1. Registered Offices:

- a. The NCBDA shall continuously maintain its office in the location of North Carolina. The NCBDA may change the location to another city of North Carolina.

Section 2. Local Offices:

- a. The organization may also maintain local offices (known as Chapter) in other states, as the National Board approves.

Article IV

Section 1: General Membership Meetings:

- a. An annual meeting of the general members for the election of the Board and other business shall be held on Saturday

afternoon, beginning at 1:00 p.m. Order of the business shall be:

1. Approval of the minutes from previous general meeting
2. Officer reports
3. Chapter status reports by Chapter Representative
4. Committee reports
5. Elections
6. Unfinished Business
7. New Business
8. Announcements
9. Adjournment

Section 2. Special Meeting

- a. Upon notice a special meeting of the members may be called by 2/3 of the Board of Directors, at such time and place for transaction of business as designated in the meeting notice.
- b. A special meeting shall be called by President upon written petition of 2/3 of all members able to vote at the meeting. At such special meetings the members present having voting powers, constitute a quorum for transaction of the business indicated in the notice.

Section 3. Voting List:

- a. The officers (treasurer with copies to NCBDA officers) have charge of the membership, shall make and certify with each member a complete list of those able to vote.
- b. The list shall be arranged first by alphabet last name. Inclusive of numerical P.O. Box's address and zip code.
- c. The list with good standing members with voting rights shall be available at the meeting.
- d. Subject to inspection for voiding eligibility (name and year only).
- e. If any members in good standing challenges the existence of sufficient votes to carry an action at a meeting a formal count must be taken.

Section 4. Voting Rights:

- a. On each matter submitted to a vote each regular member is entitled to one vote. Votes may be cast by secret ballot or show of hands.
- b. There shall be no proxy voting.

Article V

Section 2. Composition:

- a. The board will consist of:
 1. President
 2. Vice President
 3. Treasurer
 4. Secretary
 5. One Chapter Representative from each chapter

Section 3. Resignation:

- a. A board member may resign by written notice to the President within 30 days.

Section 4. Removal:

- a. An officer elected or appointed by the Board can be removed with cause, by a majority vote of the Board.
- b. A representative elected by the members may be removed with cause only by a majority vote of the members, but the Board reserves the right to suspend a representative with cause.

Section 5. Vacancies:

- a. The right to appoint an acting officer in the event of a. The president reserves vacancy, with later confirmation by the full Board of Directors.
- b. A vacancy of a chapter representative shall be filled by the individual chapter, at whichever method the chapter chooses to fill the position.

Section 6. Board Quorum:

- a. 2/3 of the members of the Board shall constitute a quorum for special meetings and regular meetings.

Section 7: Compensation:

- a. Board officers shall not receive any honorarium/salary from organization, but may receive payment for expenses incurred for attending meetings (travel, lodging and meals)
- b. Board officers' expenses (i.e. lodging, travel, and meals) will be paid by NBDA except for the combo ticket at the hosting chapter's expense.
- c. Advisory Board sets expenses are responsibility of the individual. The members will received a combo ticket at the expense of NBDA.
- d. Board of Directors will be provided lodging by hosting chapter at the mid-term Board meeting.
- e. Chapter Representatives expenses (i.e. lodging traveling, and meals) will be paid by their Chapters except for the combo tickets at Hosting Chapter's expense.

Section 8: Office Eligibility:

- a. Eligibility requirements for the Board positions mandate regular membership for a period of 2 consecutive years in good standing and a minimum age of 18.

Article VI

Executive Board

Section 1. Composition:

- a. The Executive Board will consist of:
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - 4. Treasurer

Section 2. General Powers:

- a. The Executive Board has the powers to call for meeting to discuss new ideas and/or conflict issues.
- b. The following duties of the Executive Board are:
 - 1. Call for meeting
 - 2. Discussion new ideas, conflicts issues and standing committee's work.
 - 3. Make reports to the Board of Directors.

Article VII

Officers and Representatives

Section 1. Elected Office Positions:

- a. The elected officers of NCBDA shall consist of a President, Vice President, Secretary and Treasurer.
- b. The President and Vice President must be of hard of hearing or deaf.
- c. An officer/representative shall not hold more than one office or any office for a local chapter.

Section 2. Term of Office:

- a. Officers shall be elected by general membership for a period of 2 years.
- b. Officers may be re-elected for additional terms, but shall not serve more than 2 consecutive terms.
- c. The new officers shall serve 2 months concurrently with the outgoing officers to learn procedures. The term begins 2 months following the election.

Section 3. Duties:

President

- a. The President shall be the chief officer of the organization and is subject to the direction and under supervision of the Board.
- b. Shall preside at all general membership meetings at the conference.
- c. Shall preside the Executive Board Meeting.
- d. Shall speak for and represent the NCBDA before the general public, government and deaf community, or designate a representative in certain instances.
- e. Shall co-sign all checks.
- f. Shall develop and revise all procedures when deemed necessary by the majority of the board.
- g. Shall develop national projects and facilitate networking.
- h. Shall with the assistance of the Treasurer.
- i. Shall approve all notices sent by the Secretary.
- j. Shall appropriate budget with Treasurer and Board of Directors.
- k. Shall prepare the agenda for general membership and Board meetings.
- l. Shall supervise interpreters.

Vice President

- a. Shall preside at all meetings in the absence of the President
- b. Shall preside at the Board of Directors meeting.
- c. Shall perform duties as assigned by the President

Secretary

- a. Record and distribute the minutes of the Board and general meetings.
- b. Provide notice of meetings of the Board and general meetings.
- c. Obtain and maintain an up-to-date membership listing from NCBDA Treasurer.

Treasurer

- a. Receive, record, and transmit dues and other fund into the account.
- b. Shall endorse and co-sign all checks with official stamp.
- c. Submit each time of the meeting a financial report to the President and Vice President.
- d. Shall obtain and provide receipts
- e. Shall submit to IRS all report timely.
- f. Supervise fundraising

Representatives

- a. Shall represent for local chapters to the Board meeting
- b. Shall submit a written summary of NCBDA's activity copy to NBDA Secretary at the Mid-term and Conference meetings.
- c. Shall serve on at least one standing committee.
- d. Communicate with the Board with new idea and/or problem issue.

Article VIII

Membership

Section 1. Classification:

- a. There shall be a classification of membership in the organization.

REGULAR MEMBERSHIP

- b. Any person actively involved in supporting or advocating the aims of NCBDA as set forth in these By-Law may become a member upon payment of dues.

Section 2. Regular Membership:

- a. A regular member is defined as a person who participates in local chapter meetings.
- b. Members may not join another chapter if they have a chapter in their local/vicinity.
- c. The rights of regular membership are:
 - The right to serve on NCBDA
 - The right to serve on committee
 - The right to hold an office
 - Full voting and voicing privilege
 - Receipt of newsletter
 - Transferable local membership

Section 3. Chapter Membership:

- a. Any group wishing to become members must support the aims of NCBDA.
- b. Adopt By-Law in accordance with the aims of NBDA with local chapter President's signature and date.
- c. Consist of 10 members including officers: President, Vice President, Secretary, Treasurer and Chapter Representative.
- d. Register for chapter approval through President to obtain Board approval.
- e. Upon written acceptance to NBDA appoint a member to sit on the Board.
- f. Receive chapter I.D. number.
- g. Submit written chapter report at the Mid-term Board or at the National Conference.
- h. Submit financial reports to the National Treasurer.
- i. Must submit valid local I.D. cards to members.
- j. Send chapter dues to NBDA Treasurer.
- k. Must send a list of local officers' names, addresses, and phone numbers to NBDA secretary.
- l. Must obtain P.O. Box's address for chapter's mailing address.

Article IX

Dues and Penalties

Section 1.

- a. NCBDA membership dues is non-refundable and pay at flat rate from the local chapter.
- b. Membership due shall be decided by the NBDA Board of Directors, the membership due is \$10.00 per year, per member.

Section 2. Local chapters may establish their own dues in addition to the flat rate fee collected for the NBDA.

Section 3. Dues must be paid by local chapters and associate members into the national treasurer every month. Dues must be accompanied by a complete list of names and addresses of members. These dues are in effect from the beginning of the month (August) until the end of the month the following year.

Section 4. Money not accompanied by membership list including names and addresses will be returned.

Section 5. Persons not from local chapters who desire associate membership pay dues directly to the NBDA at the rate of \$15.00.

Section 6.

- a. Local chapter will not be in good standing if they fail to comply with all of the components of Article IX – Section 1 through 7.
- b. Local chapters in arrears for payment of dues will cause all local members to forfeit their decision making, voting, and other privileges at all NBDA meetings and special events for the year they are in arrear.

Section 7. Dual membership: A person moves from the area of one local chapter to another area of local chapter. Member can have dual membership until one-year membership in the local chapter has expired.

Article X

Amendments

Section 1. This By-Low may be amended by 2/3 notes of regular members at the conference.

Section 2. Proposed amendments shall be considered if presented by the By-Law committee.

- a. Members seeking change in the By-Laws must submit the changes to their Chapter Representative.
- b. Chapter Representative must submit changes to the Vice President 2 months prior to the conference meeting.

- c. Proposed amendments are due 2 months prior to the Mid-Term and Conference Board meetings.
- d. Vice President sends a copy of the final draft to Chapter Representative one month prior to the General Conference.

Section 3. Any provision of these By-Laws may be suspended in unforeseen and urgent circumstances by 2/3 votes at the conference meeting.

Article XI

Parliamentary Authority

Section 1. In parliament procedure, Roberts Rules of Order current Edition, shall be the authority unless otherwise provided in By-Laws.

Article XII

Force of By-Laws

Section 1. These By-Laws, effective August 2001, shall be in effect until amended as provided in Article X.

Article XIII

Dissolution

Section 1. Upon dissolution, North Carolina Black Deaf Advocates shall be a local chapter to National Black Deaf Advocates as non-profit and dedicated to the betterment of Black Deaf individuals and their families.