



ASSOCIATES OF VIETNAM VETERANS OF AMERICA Chapter 203, Inc.  
**BYLAWS**

**ARTICLE I**  
**Name**

The name of the organization is Associates of Vietnam Veterans of America Chapter 203, Inc. as prescribed by the Articles of Incorporation and is hereinafter referred to as the Chapter.

**ARTICLE II**  
**Purposes**

The purposes of the Chapter are those prescribed by the Articles of Incorporation of the Associates of Vietnam Veterans of America, Inc., hereinafter referred to as the Corporation. The purposes are in Appendix A of these bylaws.

**ARTICLE III**  
**Members**

The requirements for membership are those prescribed by the bylaws of the Corporation.

**ARTICLE IV**  
**Officers**

*Section 4.01 **Officers and Duties.*** The officers of the Chapter shall be a President, a Vice-President, a Secretary, and a Treasurer, or a Secretary-Treasurer. These officers shall perform the duties prescribed by these Bylaws, by the bylaws of the Corporation and by the parliamentary authority adopted by the Chapter.

*Section 4.02 **Ballot Election. Term of Office.*** The officers shall be elected by ballot to serve for two years. Their term of office shall begin at the meeting at which they are elected.

*Section 4.03 **Removal from Office.*** Officers may be removed from office for cause by the membership. The membership will be notified in advance of the upcoming vote by any method of communication that ensures notice.

*Section 4.04 **Office-Holding Limitations.*** No member shall hold more than one chapter office at a time.

*Section 4.05 **Filling of Vacancies.*** If a vacancy occurs in the office of chapter president, the vice-president will assume the duties of president until the next election cycle. If a vacancy occurs in any other chapter office, the president will appoint a person to fill that office until the next election cycle. This appointment must be approved by the majority of the remaining voting members who are present at the meeting.

*Section 4.06 **Delegate of Record.*** The chapter president shall be the delegate of record to state association and national meetings. A delegate of record may appoint an alternate to act on their behalf.



**BYLAWS**  
**ARTICLE V**  
**Meetings**

*Section 5.01* **Regular Meetings**. The regular meetings of the Chapter shall be held on dates and times agreed upon by the members.

*Section 5.02* **Annual Meeting**. The meeting in April shall be the annual meeting and shall be for official business and the revision of bylaws, if needed. In even-numbered years this Annual Meeting shall be the election meeting and for any other business as may arise.

*Section 5.03* **Special Meetings**. Special meetings may be called by the President or the Board, and shall be called upon written request of ten (10) members of the Chapter. The purpose of the meeting shall be stated in the call, which shall be sent to all members at least five (5) days before the meeting.

*Section 5.04* **Quorum**. Eight (8) members present at the meeting shall constitute a quorum.

**ARTICLE VI**  
**Board of Directors (optional)**

*Section 6.01* **Board Composition**. The officers of the Chapter, and any Directors that the membership may decide to elect, shall constitute the Board.

*Section 6.02* **Board Duties and Powers**. The Board shall have general supervision of the affairs of the Chapter between its business meetings, fix the time and place of the meetings, make recommendations to the Chapter, and perform such other duties as are specified in these Bylaws.

*Section 6.03* **Board Meetings**. Special meetings of the Board may be called by the President and shall be called upon the written request of two (2) members of the Board.

**ARTICLE VII**  
**Committees**

*Section 7.01* **Records Review Committee**. A committee of three members shall be appointed by the President at the chapter's February meeting, whose duty shall be to review the Treasurer's accounts at the close of the fiscal year and to report if possible at the April meeting but no later than the May meeting.

*Section 7.02* **Other Committees: President's Ex-officio Committee Membership**. The Chapter may establish such other committees, standing or special, as it shall from time to time deem necessary to carry on its work. The President shall appoint their members unless this rule is suspended by a two-thirds vote before their appointment. The President shall be an ex-officio member of all committees except the Elections Committee and any Disciplinary Committees.

**ARTICLE VIII**  
**Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Chapter may adopt.



## BYLAWS

### ARTICLE IX Amendment of Bylaws

These Bylaws may be amended at any regular or special meeting of the membership, by a two-thirds vote of those voting members present. Quorums will apply. These amendments must be submitted in writing. The voting membership will be notified of the amendment at least thirty days (30) before the vote is taken by any method of communication that ensures notice.

#### Appendix A

The following paragraphs reflect the purposes of the Associates of Vietnam Veterans of America. No part of this Appendix may be added to, changed or deleted unless changed by the Corporation.

1. The Associates of Vietnam Veterans of America, Chapter 203 is organized for charitable, religious, educational, and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations described under section 501(c)3 of the Internal Revenue Code, or corresponding section of any future tax code. The primary mission of the Corporation is to support our Veterans of all generations and our communities by providing education and scientific research information of serious concerns to veterans, their families and the community.
  - a. To help foster, encourage, and promote the improvement of the condition of the Vietnam-era veteran, their families, and other generations of veterans;
  - b. To promote physical and cultural improvement, growth and development, self-respect, self-confidence, and usefulness of all veterans, their families, and our community;
  - c. To eliminate discrimination experienced by Vietnam-era veterans, their families, and other generations of Veterans, to develop channels of communication which will assist veterans, their families, and others, and to maximize self-realization and enrichment of their lives and enhance life fulfillment;
  - d. To study, on a non-partisan basis, proposed legislation, rules, or regulations introduced in any federal, state or local legislative or administrative body, which may affect the social, economic, educational, or physical welfare of the Vietnam-era veterans, their families, or other generations of veterans, and encourage people to help improve the quality of life of the Vietnam-era veteran, their families, and other generations of veterans especially in the areas of employment, education, training, and health;
  - e. To review and disseminate scientific and educational research on a non-partisan basis, pertaining to the relationship between Vietnam-era veterans and the American society, the Vietnam War experience, the role of the United States in securing peaceful co-existence for the world community, and other matters which affect the social, economic, educational, or physical welfare of the Vietnam-era veteran, their families, or other generations of veterans;



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- f. To assist disabled and needy veterans including their dependents, and the widows and orphans of deceased veterans. In furtherance of the corporate purposes, the Corporation shall have all the general rights and powers conferred upon nonprofit corporations by the (your state name) Nonprofit Corporation Act as now in effect or as may hereafter be amended, including, but without limitation, the rights and powers to receive gifts, devises, bequests and contributions in any form, and to use, apply, invest and reinvest, the principal or income there from or to distribute the same for the above purposes;
- g. The corporation will at no time engage in any lobbying or substantial legislative activity except on a limited basis to inform its members of pending legislation so that as individual citizens they may contact their state or local legislators.