

# CHAPTER BYLAWS

Amended January 17, 2024

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## PUBLIC SCHOOL EMPLOYEES OF ENUMCLAW



**Public School Employees of Washington/SEIU Local 1948**

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1 **PREAMBLE**

2  
3 Employees organize primarily to secure better wages, benefits and better working conditions.

4  
5 We hold that they also organize in order to participate in the decisions which affect them at work. One of  
6 the fundamental tenets of Democratic government is the consent of the governed.

7  
8 We are both employees and citizens.

9  
10 Collective bargaining is the expression of citizenship in employment. Participation in the political life of  
11 the nation, state, local municipalities, and school district is but another aspect of that citizenship.

12  
13 In the same way that we are organized to improve the terms and conditions of employment, we are equally  
14 dedicated to exerting ourselves, individually and collectively, to fulfill the promise of American life.  
15 Amidst unparalleled abundance, there should not be want.

16  
17 We are under a solemn obligation to represent the members of this organization forcefully and effectively  
18 in negotiations with the management of the Enumclaw School District and to conduct internal  
19 organizational affairs according to democratic standards.

20  
21 THEREFORE, we, the classified school employees of Enumclaw School District, in meeting, adopt these  
22 Bylaws this 7th day of November 1967.

23  
24  
25 **ARTICLE I**

26  
27 The name of this organization shall be the Public School Employees of Enumclaw.

28  
29  
30 **ARTICLE II**

31  
32 This local organization shall be affiliated with and be a chapter of the Public School Employees of  
33 Washington. This organization was chartered by Public School Employees of Washington on November 7,  
34 1967.

35  
36  
37 **ARTICLE III**

38  
39 This organization shall continue until two thirds ( $\frac{2}{3}$ ) majority of all the members vote to dissolve the  
40 organization.

41  
42 **ARTICLE IV**

43  
44 The objectives and purposes of this organization are:

- 45  
46 A. To carry out and assist on a local basis the objectives and purposes of the Public School Employees  
47 of Washington.

- B. To promote the organization of Public School Employees in the Enumclaw School District.
- C. To promote the welfare of the membership and the classified employees of the Enumclaw School District, and to provide a voice in the determination of the terms and conditions of employment. We are committed to the process of collective bargaining as a desirable, democratic, and effective method to achieve this.
- D. To promote and provide systematic and effective employee management through collective bargaining; to confer and negotiate in good faith, with respect to grievance procedures and collective negotiations on personnel matters, including wages, hours, benefits and working conditions, vacations, holidays, and other conditions of employment for the classified employees of Enumclaw School District.
- E. Both as members and as citizens, we shall also employ available legislative and political action to establish adequate financial provisions for the improvement of public school education and equitable consideration for the classified school employees from the State Legislators.
- F. Promote standardization of policies and methods of services. This will be accomplished by:
- Endeavoring to provide occupational training as a means of improving efficiency and raising the standards of policies and methods of service.
  - Initiating and promoting such legislation as may be for the best interest of the schools and members of this Association.
  - Supporting and endeavoring to improve the retirement system of the classified school employees.

## ARTICLE V

### MEMBERSHIP

#### **Section 1. Eligibility.**

Except as otherwise provided in these Bylaws, any person without regard to race, creed, color, national origin, sex, or political belief, who meets the requirements hereinafter listed shall be eligible for membership.

- A. All persons regularly employed as a classified school employee (as defined by the Public School Employees of Washington) by or in Enumclaw School District, and who are members of the Public School Employees of Washington, are eligible for membership in the organization.
- B. A full-time staff member of this organization or of Public School Employees of Washington, who is a member of Public School Employees of Washington.

#### **Section 2. Dues.**

- A. Application for membership shall be made on a standard application form provided by the Public School Employees of Washington. Such form shall include a valid authorization for payroll deduction of dues.

- 1 B. Membership dues of this local chapter shall be two dollars (\$2) per month. Local membership dues  
2 shall be payable in advance through regular payroll deduction. These dues shall be deducted in one (1)  
3 annual payment in the month of January. The President shall receive said check from the District  
4 Office. Any person who is paying their dues through a system of regular payroll deduction shall, for as  
5 long as they continue to pay through such payroll deduction, be considered in good standing.  
6
- 7 C. A member who is unemployed for more than twenty (20) days in any calendar month and does not  
8 receive unemployment compensation or sick pay or other remuneration, may be entitled to credit for  
9 the period of unemployment, not to exceed six (6) months in any calendar year.  
10
- 11 D. Membership dues are not refundable except where an error resulting in an overpayment exists.  
12
- 13 E. Dues for the current president(s) shall be reimbursed in full, plus an additional stipend of two hundred  
14 fifty dollars (\$250) per annum. Dues for the Vice President, Secretary, and Treasurer shall be paid in  
15 full. Dues for Trustees shall be reimbursed an amount equal to one half (½) their dues once per year.  
16 Payment for reimbursement of union dues will be made in September for the previous school year  
17 (September 1 - August 31).  
18
- 19 F. It shall be the responsibility of the Executive Board members and Trustees to attend all PSE meetings.  
20 Failure to attend or ask for an excused absence could cause forfeiture of union dues refund. Any  
21 attendance of less than eighty percent (80%) will be brought to the attention of the Executive Board for  
22 a decision of repayment.  
23

### 24 **Section 3. Rights.**

- 25 A. Members in good standing shall suffer no impairment of freedom of speech concerning the operations  
26 of this organization. Active discussions of organizational affairs shall be encouraged and protected  
27 within this organization.  
28
- 29 B. Members in good standing shall have the right to fair and democratic elections at all levels of the  
30 organization. This includes due notice of nominations and elections, equal opportunities for competing  
31 candidates, and proper election procedures which shall be specifically set forth.  
32
- 33 C. Members in good standing shall have an equal right to run and hold office except those persons set  
34 forth in RCW 41.56.030, Par. 2, a, b, and c, and those employees classified either by state statute or  
35 appropriate state regulatory agencies as being a "supervisory employee."  
36
- 37 D. Members in good standing shall have the right to a full and clear accounting of all organizational  
38 funds. At all levels such accounting shall include, but not be limited to, periodical reports to the  
39 membership by appropriate fiscal officers or by independent auditors not otherwise connected with the  
40 organization, and a financial audit at least once a year which is available to all members. A volunteer  
41 committee of a minimum of three (3) non-Board members in good standing shall conduct an annual  
42 audit with the Treasurer and President or Vice President present for questions.  
43
- 44 E. Members in good standing shall have the right to full participation, through discussion and vote, in the  
45 decision-making processes of the organization and to pertinent information needed for the exercising  
46 of this right.  
47  
48

1 **Section 4. Non Members.**

2 Any represented non-member who opts out of payment of regular dues shall be characterized as a non-  
3 member and shall be entitled only to those rights and privileges as set forth in PSE and Enumclaw Policy  
4 or Bylaws. Non-members shall not be entitled to hold any local or state office, attend local or state  
5 meetings, vote for local or state leaders or vote for ratification of collective bargaining agreements. In  
6 addition, non-members may not attend any PSE sponsored functions without prior approval by the Board  
7 of Trustees.

8  
9 **ARTICLE VI**

10  
11 **MEETINGS**

12  
13 **Section 1.**

14 General membership meetings of this organization shall be held at least three (3) times annually at a time  
15 and place to be fixed by the membership, Board of Trustees, President, or president's designee.

16  
17 **Section 2.**

18 Special meetings may be called by the President, the Board of Trustees, or by petition filed with the  
19 President and signed by twenty percent (20%) of the members of this organization.

20  
21 **Section 3.**

22 The President shall provide at least five (5) days notification to all members of any special meetings  
23 called.

24  
25 **Section 4.**

26 At any meeting of the membership of this organization, each member present shall be entitled to one vote.  
27 A member must be present to vote - no proxy vote will be allowed, except for those terms spelled out in  
28 Article IX (Elections) or when a union meeting held pursuant to this Article takes place during a  
29 member(s) regular or normal work hours. A minimum of ten (10) members of the membership must be  
30 present to constitute a quorum before any organization business may be transacted, except for the meeting  
31 to elect delegates for the PSE State Convention, quorum shall consist of a majority present.

32  
33 **ARTICLE VII**

34  
35 **MANAGEMENT**

36  
37  
38 **Section 1.**

39 The business and property of this organization shall be managed by a Board of Trustees, except when the  
40 meetings of the organization are in session. All matters affecting the purposes, aims and means of  
41 accomplishing the purposes of this organization, not specifically provided for in these Bylaws or by the  
42 action of the members at a regular or special meeting shall be decided by the Board of Trustees.

43  
44 **Section 2.**

45 The Board of Trustees shall be composed of the President or Co-Presidents, Vice President, Secretary,  
46 Treasurer, Membership Officer, and a unit representative (Trustee) elected by the unit from each of the  
47 classifications recognized in the Collective Bargaining Agreement, Article I, Section 1.4. Classifications to  
48 date are:

- Custodial-Maintenance
- Paraeducators
- Food Service
- Office Personnel
- Transportation
- Professional/Technical

### **Section 3.**

The term of office for the Trustees of this organization shall be for a period of two (2) years from the date of inauguration.

### **Section 4.**

If requested by the Board of Trustees, the immediate past President can serve in an advisory, non-voting position for no more than one (1) year.

### **Section 5.**

The Board of Trustees shall hold regular/special meetings as the President or the Board shall deem necessary for the competent management of affairs of the organization.

### **Section 6.**

Each member of the Board of Trustees except the immediate past President shall possess one (1) vote in matters coming before the Board. All voting at meetings of the Board of Trustees shall be by each member present in person - voting by proxy shall not be allowed. Six (6) members of the Board of Trustees shall constitute a quorum.

### **Section 7.**

Any Trustee may be removed from office by two thirds (2/3) majority vote of the membership at any regular or special meeting of the membership of the organization. Written notice of the proposed removal of the Trustee must be given to the Trustee five (5) working days prior to the date of the meeting at which the removal is to be voted upon. Such notice to the Trustee must state the cause for the proposed removal.

### **Section 8.**

Unexcused absences from two (2) consecutive meetings of the Board of Trustees shall be due cause for removal of the trustee by the Board of Trustees. Removal of a Board member because of excessive absenteeism shall not require a two thirds (2/3) vote of membership.

### **Section 9.**

Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be by appointment, by the remaining trustees. All trustee vacancies shall be filled from the classification of which they are representatives. In the event that such trustee is an officer, the following procedure shall apply, a vacancy in the Presidency shall be filled by the Vice President; all other officer vacancies shall be filled by the Board of Trustees until the next general membership meeting; at this meeting a new Officer shall be elected.

### **Section 10.**

The President, Secretary, Membership Officer, Custodial-Maintenance Trustee, Paraeducator Trustee, and Prof/Tech Trustee will be elected in the even-numbered years. The Vice President, and Treasurer, Nutrition Services Trustee, Office Professional Trustee, and Transportation Trustee shall be elected in the odd-numbered years.

1 **Section 11.**

2 In the event of a prolonged natural disaster, pandemic, or other “Act of God” which prevents the  
3 membership from meeting in person for the purposes of voting for union Officers and/or delegates to the  
4 PSE Annual Convention, the Chapter agrees to extend current Officers positions for the period of no  
5 longer than six (6) months. If meeting in person is still restricted at that time, the Chapter agrees to call a  
6 special meeting to discuss the process moving forward with the membership.  
7  
8

9 **ARTICLE VIII**

10 **CHAPTER EXPENSES**

11 **Section 1. Budget.**

12  
13 The Board of Trustees shall annually develop a budget proposal in writing. All budget proposals must  
14 comply with the State and Chapter Bylaws provisions. The Treasurer or Committee is responsible for  
15 ensuring that the proposed budget aligns with the financial requirements outlined in the Bylaws. The  
16 proposal shall be approved by the Board of Trustees and voted on by the membership at the first Chapter  
17 meeting. The fiscal year shall run from September 1 to August 31.  
18  
19

20 **Section 2. Annual Convention.**

21 The maximum number of delegates and/or alternates who may attend the Annual Convention is determined  
22 by the PSE State Bylaws. The Chapter must send at least one (1) delegate to Convention to continue to  
23 receive rebates. Convention delegates shall be nominated and voted upon by the membership at a spring  
24 general membership meeting. Nominations from the floor shall be taken and voted on at the meeting. If  
25 there are more members nominated that are allowed by the PSE State Bylaws, then a secret ballot vote will  
26 be conducted to determine who will be delegates. Delegates and alternates shall represent the best interests  
27 of the membership by attending workshops and meetings. After Convention, they shall make a summary  
28 report at the next chapter meeting. Convention expenses shall be reimbursed as follows:  
29

- 30 A. Mileage Reimbursement: The Association shall reimburse the cost of airfare or mileage to  
31 and from the convention, whichever is less. Mileage will be reimbursed at the current I.R.S.  
32 rate. Any member who used their personal vehicle to carpool other members shall receive  
33 an additional twenty dollars (\$20) per rider.  
34  
35 B. Rooms: The Board of Trustees shall select the appropriate rooms for the delegates and  
36 alternates.  
37  
38 C. Registration: This Association will pay the registration fee of the delegates and alternates.  
39  
40 D. Chapter Gift: This Association will pay a minimum of fifty dollars (\$50) for a chapter gift.  
41  
42 E. Meals: Each delegate will receive a per diem amount for meals. The per diem amount to be  
43 adjusted annually by the Board of Trustees.  
44

45 **Section 3. Legislative Conference.**

46 Any member may attend the conference, though conference expenses will only be reimbursed for six (6)  
47 members to represent this Association. If more than six (6) members want to attend the Legislative  
48 Conference, then a secret ballot vote will be conducted for the six (6) members who will receive  
49 reimbursement.



- 1
- 2 A. Mileage Reimbursement: The mileage reimbursement to and from the conference will be
- 3 paid at the current I.R.S. rate. Any member who uses their personal vehicle to carpool other
- 4 members shall receive an additional twenty dollars (\$20) per rider.
- 5
- 6 B. Rooms: A maximum of three (3) double occupancy rooms for two (2) nights.
- 7
- 8 C. Registration: The registration fee of the six (6) members attending the conference will be
- 9 paid by the Association.
- 10
- 11 D. Meals: Each delegate will receive a per diem amount for meals. The per diem amount to be
- 12 adjusted annually by the Board of Trustees.
- 13
- 14 E. Release Time: Lost wages/release time will be considered only if the member is not eligible
- 15 for vacation time.
- 16

17 **Section 4. Zone Meetings.**

18 Any member may attend a Zone meeting. Zone meeting expenses shall be reimbursed for only those

19 members selected by the President to attend Zone meetings. The President or designee shall automatically

20 be selected to attend Zone meetings. Expenses shall be reimbursed as follows:

21

- 22 A. Mileage Reimbursement: The mileage reimbursement will be paid to and from the zone
- 23 meeting at the current I.R.S. rate. Any member who uses their personal vehicle to carpool
- 24 other selected members shall receive an additional twenty dollars (\$20.00) per rider.
- 25
- 26 B. Registration: This Association will pay the registration fee, if any, of any duly selected
- 27 member attending a Zone meeting.
- 28

29 **Section 5. Other Official Business.**

30 Those members doing official Association business approved by the Board of Trustees, shall be

31 reimbursed for out of pocket expenses when substantiated by a legal tax acceptable receipt. Such expenses

32 shall not exceed twenty-five dollars (\$25) without prior approval of the Board of Trustees.

33

34

35 **ARTICLE IX**

36

37 **OFFICERS, NOMINATIONS AND ELECTIONS**

38

39 **Section 1.**

40 The Executive Board of this organization shall consist of President or Co-Presidents, a Vice President, a

41 Secretary, Treasurer, and Membership Officer. All officers shall be elected for a term of two (2) years.

42

43 **Section 2.**

44 To be eligible for an Executive Board position, a member must be in good standing for one (1) year

45 immediately preceding the election, except in the initial election held in this organization, and must

46 qualify under the provisions of the Chapter or State Bylaws of the organization.

47

48

1 **Section 3.**

2 Nominations shall be permitted from the floor at the general membership meeting, nominations will then be  
3 closed. If any candidate is running unopposed, that candidate will automatically be elected.  
4

5 **Section 4.**

6 The election of Officers may be conducted consistent with the provisions for the ratification of negotiated  
7 agreements pursuant to Article XIII, Section 2A of these PSE/SEIU local 1948 Bylaws. The Chapter shall  
8 use a paper ballot to conduct the elections of Officers. The location of the ballot box shall be designated by  
9 the Chapter Board of Trustees. A member(s) from the Board of Trustees who is not running for office, or a  
10 member-at-large will oversee the security of the collection of election boxes and counting of the votes to  
11 maintain election integrity and security. Voting will take place over a period of a single day; the hours will  
12 be designated by the Chapter Board of Trustees. Those elected shall take office formally the following  
13 September 1 for a term of two (2) years.  
14

15 **Section 5.**

16 Officers shall be elected by a secret ballot vote. A majority of those voting shall be necessary to elect. If  
17 more than two (2) candidates are running and no one receives a majority, there shall be a run-off between  
18 the top two (2) vote recipients. If a candidate runs unopposed, they will be automatically elected.  
19

20 **Section 6.**

21 Ballots shall be counted by the Election Committee. After the ballots are counted, the winners will be  
22 announced.  
23

24 **Section 7.**

25 Every Officer and Trustee shall, upon assuming office, subscribe to the obligation of an Officer and  
26 Trustee contained in these Bylaws.  
27

28 **ARTICLE X**

29 **DUTIES OF OFFICERS**

30  
31  
32 **Section 1. President.**

33 The President shall preside at all meetings of the organization and of the Board of Trustees; shall supervise  
34 all activities of the organization; execute all instruments in its behalf; countersign all checks drawn against  
35 the funds of the organization; appoint all special committees of the organization subject to the approval of  
36 the Board of Trustees; report periodically to the membership regarding the progress and standing of the  
37 organization in regard to his/her official acts; perform all other duties as prescribed in the Bylaws and  
38 perform such other duties usually inherent in such office.  
39  
40

41 **Section 2. Vice President.**

42 The Vice President shall act for the President in their absence and perform such other acts as the President  
43 or Board of Trustees may direct. They may be authorized, by the Board of Trustees, to act as co-signer of  
44 checks drawn on the funds of the organization in place of or in addition to either the President or  
45 Secretary. The Vice President shall serve as the Chairperson of the grievance committee.  
46

47 **Section 3. Secretary.**

48 The Secretary shall ensure that the minutes of the Executive Board Meetings and Board of Trustees

meetings are duly recorded. The minutes shall be transmitted to the Executive Board. All minutes of Board of Trustees meetings, including any appropriate additions and/or corrections, shall be approved by the Board prior to distribution and shall be signed by the President and Secretary. The minutes shall be distributed no more than thirty (30) workdays after the meeting date.

#### **Section 4. Treasurer.**

The Treasurer shall receive and be accountable for all funds and monies belonging to the organization; pay all obligations incurred by the organization in payment as authorized by the Board of Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and such money shall be withdrawn only by checks signed by the President and/or Vice President and the Treasurer and use of Board approved debit card for approved Chapter purchases; and shall render periodical financial reports as required by the Board of Trustees or by the membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of the organization.

#### **Section 5. Trustee.**

The Trustee of each classification shall be elected by the members of that classification; as stated in Article VII, Section 2. The Trustees shall be members of the Board of Trustees. The Trustee may assist members of the classification with grievances or other union matters. The Trustee shall represent their classification during the negotiations with the District and at meetings of the Board of Trustees. In the case that a Trustee is unable to fulfill their obligation on the negotiating team, an alternate for negotiations shall be elected by secret ballot within their classification.

### **ARTICLE XI**

#### **BUILDING REPRESENTATIVES**

##### **Section 1.**

It is the duty of the Building Representative to be a local facilitator of association activities. The Building Representative is responsible for posting union notices, serving as liaison between their buildings and elected union officials, acting as union representative if the need arises and assisting in any and all elections of this union.

##### **Section 2.**

The Building Representative shall monitor the School District activities.

##### **Section 3.**

Each Elementary School, Middle Schools, High School, Transportation (Birth to 5), and District Office shall have one (1) Building Representative, within their workplace, may be appointed by the Board of Trustees for a term of two (2) years. The Building Representative must be a member in good standing.

### **ARTICLE XII**

#### **MISCELLANEOUS PROVISIONS**

##### **Section 1.**

This organization shall be at all times subject to the Articles of Incorporation and Bylaws of the Public School Employees of Washington.

1  
2 **Section 2.**

3 Except to the extent specified in the Bylaws, no Officer of this organization shall have the power to act as  
4 agent for or otherwise bind this organization in any way whatsoever. No member or group of members or  
5 any other person or persons shall have the power to act on behalf of or otherwise bind the organization  
6 except to the extent specifically authorized in writing by the President or the Board of Trustees of the  
7 organization.  
8

9 **Section 3.**

10 *Robert's Rules of Order, Revised*, shall be the guide in all cases in which they are applicable, and in which  
11 they are not inconsistent with the Constitution, Bylaws, and special rules of this organization or of the  
12 Public School Employees of Washington.  
13

14  
15 **ARTICLE XIII**  
16 **COMMITTEES AND DELEGATES**  
17

18 **Section 1. Grievance Committee.**

19 A Grievance Committee shall be composed of the Vice President and at least one (1) classification  
20 representative from each represented classification of the Chapter. It is the duty of the grievant to contact  
21 one of the committee members to determine if the contract has been violated. Before the grievant shall  
22 pursue the grievance to arbitration, the Committee shall vote on whether or not to forward the grievance to  
23 arbitration.  
24

25 **Section 2. Negotiation Committee.**

26 A Negotiation Committee shall consist of the Executive Board and the Board of Trustees, additional  
27 members may be appointed by the Board of Trustees. It is the duty of the Committee to negotiate the  
28 contract with the Enumclaw School District. Membership shall be authorized to accept or reject a working  
29 contract.  
30

- 31 A. Following tentative agreement or following referral of a negotiated offer to the general  
32 membership, a vote shall be delayed for five (5) working days to permit members sufficient time to  
33 review its contents. A secret vote to ratify the Agreement or offer shall be held; provided, however,  
34 the five (5) working day provision may be suspended in an emergency by a three quarters (3/4)  
35 vote of the Board of Trustees. Voting may be conducted at a regular membership meeting or  
36 special meeting pursuant to Article VI of these Bylaws or as designated by the Board of Trustees.  
37 The Board of Trustees shall determine paper ballots, or Electronic as the method of voting. The  
38 determination of the location of ballot boxes in the event that paper ballots are utilized for voting  
39 shall be made by the Board of Trustees.  
40

- 41 B. In order for an agreement to be ratified, the following conditions must be met:  
42

- 43 1. More than fifty percent (50%) of members in attendance or having voted must approve the  
44 agreement.  
45  
46 2. More than twenty-five percent (25%) of members in attendance or having voted from each  
47 of the classifications listed in the Collective Bargaining Agreement, Article I, Section 1.4,  
48 must approve the agreement. If not approved, the bargaining team goes back to the  
49 bargaining table with the District.

1  
2 If two (2) attempts to ratify the agreement have failed, any subsequent voting will require only a simple  
3 majority of those members in attendance or having voted.  
4

5 **Section 3. Audit Committee.**

6 An Audit Committee of at least three (3) members shall be formed annually at the first general meeting of  
7 the year. Any member in good standing can volunteer to be a part of this Committee. It is the duty of the  
8 Committee to audit the books and approve or reject the financial report annually.  
9

10 **Section 4. Legislative Committee.**

11 The Legislative Committee shall be composed of a chairperson elected by the membership annually. It is  
12 the duty of the Committee to receive from the Governmental Relations Committee all current legislative  
13 information and to keep the membership informed.  
14

15 **Section 5. Scholarship Committee.**

16 A Scholarship Committee consisting of at least three (3) members shall be formed by signing up annually  
17 at the first general membership meeting of the year. It is the duty of the Committee to have application  
18 forms available to the graduating seniors of the membership no later than May 1.  
19

20 The scholarships shall not exceed one thousand dollars (\$1,000.00). The Committee will review and  
21 select when funds are available:  
22

- 23 ○ One (1) five hundred dollar (\$500) Vocational Scholarship.
- 24 ○ One (1) five hundred dollar (\$500) Scholastic Scholarship.  
25

26 If there are no applicants for one (1) of the above mentioned categories, at the discretion of the Board of  
27 Trustees, two (2) scholarships may be awarded in that category which received more than one (1)  
28 application. The availability of funds will be determined by the Board of Trustees. The scholarships will  
29 be announced at the graduation exercises.  
30

31 **Section 6. Elections Committee.**

32 The Elections Committee consisting of at least three (3) members in good standing shall be formed  
33 annually at the first general membership meeting of the year. The Committee shall be responsible for the  
34 distributing, receiving, and counting of ballots.  
35  
36

37 **ARTICLE XIV**  
38 **AMENDMENTS**  
39

40 **Section 1.**

41 These Bylaws may be amended by a majority vote of the members at any regular or special membership  
42 meeting. Proposed Bylaws changes shall be submitted to the Board of Trustees for approval, prior to the  
43 regular meeting at which the amendment is to be voted on. Membership shall be provided, in writing, a copy  
44 of any proposed amendments no less than five (5) days prior to any meeting where it is to be voted on.  
45

46 A petition, with the proposed Bylaws changes, signed by at least ten percent (10%) of the membership,  
47 presented to the Board of Trustees, will force the Board to conduct a general membership meeting for the  
48 purpose of voting on the proposed changes. More than fifty percent (50%) of those members in attendance  
49 must approve the amendments.

**SIGNATURE PAGE**

BY: Kim M Sales  
Kimberly Sales, Chapter President

DATE: 3/14/24

Adopted May 13, 1967  
Amended March 3, 1975  
Amended October 1976  
Amended May 1977  
Amended September 1980  
Amended September 1986  
Amended May 19, 1987  
Amended March 20, 1990  
Amended May 20, 1992  
Amended May 24, 1994  
Amended February 17, 2005  
Amended March 29, 2007  
Amended September 15, 2015  
Amended March 15, 2017  
Amended January 17, 2024