

MARYLAND JCI SENATE

BY-LAWS

ARTICLE I – NAME

The name of this organization shall be the Maryland Junior Chamber International Senate, herein referred to as the “Senate” and shall be incorporated as a non-profit organization. The organization may also be known as the Maryland JCI Senate.

ARTICLE II - AFFILIATION

This organization shall be and is hereby affiliated with the United States JCI Senate and is subject to its constitution and by-laws insofar as they affect and prescribe the function of this organization.

The President and Vice-President of the Maryland JCI Senate shall be members of the United States JCI Senate Board of Directors as prescribed in the United States JCI Senate by-laws. The President may appoint substitutes, as permitted, to ensure that the organization is represented at United States JCI Senate Board of Director meetings.

This corporation shall not be affiliated with any other duly constituted Jaycee organization.

ARTICLE III – OBJECTIVES

The objectives of this organization shall be:

- A. Encourage and enhance the Jaycee spirit and provide for social contact among the JCI Senators of Maryland.
- B. Promote the JCI Senate program.
- C. To encourage local chapters to nominate deserving past and present Jaycees for recognition as a JCI Senator.
- D. This organization shall be non-partisan, non-profit and non-sectarian in its objectives and activities.
- E. This organization shall maintain a role of non-interference in the affairs and activities of the Jaycee organization, at any level of its structure. It shall assist the Jaycee groups only as invited, asked or requested.

ARTICLE IV – CREED

We hereby adopt the following as our creed:

“We believe:

That faith in God gives meaning and purpose to human life;

That the brotherhood of man transcends the sovereignty of nations;

That economic justice can best be won by free men through free enterprise;

That government should be of laws rather than of men;

That earth’s great treasure lies in human personality; and

That service to humanity is the best work of life.”

ARTICLE V – MEMBERSHIP

SECTION 1 MARYLAND SENATOR

- A. Any JCI Senator residing in the state of Maryland or any JCI Senator, regardless of residency, who received his/her Senatorship by action of a Maryland Jaycee chapter shall be considered a Maryland Senator and a member of the Senate.
- B. Membership in the Maryland JCI Senate will be available from other states or countries who wish to join upon payment of Maryland JCI Senate dues.

SECTION 2 CLASSES OF MEMBERSHIP

- Regular Member: Any Maryland Senator who has paid current annual membership dues to the Maryland JCI Senate and is enrolled as a dues paid member in good standing.
- Life Member: Any former Regular Member who has contributed the life member fee to the JCI Senate. Life membership is no longer available.
- Associate Member: Any Maryland Senator who is not a Regular or Life Member.

SECTION 3 VOTING MEMBER

Only Regular and Life Members shall be permitted to vote on Senate business and to cast a vote during any election.

ARTICLE VI – GOVERNMENT

SECTION 1 BOARD OF DIRECTORS – MEMBERS

The elected officers and the Chairman of the Board shall make up the Board of Directors of the organization.

SECTION 2 BOARD OF DIRECTORS – POWERS

Between membership meetings, the Board of Directors shall be the governing body of the Senate, subject to the will of the membership. It shall have no power to create any indebtedness and no obligation or expenditures shall be incurred beyond the amount of funds on hand. The Board cannot modify any action taken by the membership. The Board may generally do and perform any and every act that the Senate may lawfully do and perform and do all things necessary and not inconsistent with the laws of the state of Maryland and the Senate By-laws, Standing Rules, and Policies, to promote the objectives of the Senate. Power shall be vested in the Board of Directors to act on behalf of the membership to conduct such business as may be necessary to carry out the objectives of the Senate.

SECTION 3 OFFICERS

- A. **PRESIDENT:** The president shall be the chief executive officer of the Senate and the official representative of the Senate and shall preside at all meetings of the membership. He/she shall call such meetings as these By-laws provide. He/she shall uphold the Constitution and By-laws of the Senate. He/she shall appoint such committees as from time to time may be established by the membership or the Board of Directors to conduct the business of the Senate and shall be an ex-officio member of each such committee except the Nominating Committee.
- B. **VICE-PRESIDENT:** The Vice-President shall perform the duties of the President in case of absence or disability of the President. He/she shall have the responsibility to promote the growth of the participating membership and shall undertake any program he/she deems appropriate in this charge, subject to funding and the approval of such expenditures by the Board of Directors. He/she shall also be responsible for advising and coordination of the Directors in their duties. He/she shall oversee the fund raising activities of the Senate. He/she shall serve as liaison to the Review Committee. In addition, he/she shall perform those duties as may be assigned to him/her by the President.

- C. **SECRETARY:** The Secretary shall be the custodian of all records of the Senate. He/she shall supervise and attend to the giving and serving of all official notices of the Senate and shall act as recording secretary. In addition, he/she shall perform those duties as may be assigned to him/her by the President.
- D. **TREASURER:** The Treasurer shall keep complete and accurate accounts of receipts and disbursements of all financial transactions of the Senate. He/she shall be responsible for the (quarterly) membership dues billings and report quarterly to the Board of Directors the financial status of the Senate.
- E. **DIRECTORS:** There shall be four Directors. In addition to specific responsibilities as stated, Directors will promote membership in the Maryland Senate, shall act as advisors to Jaycee groups requesting information and/or assistance, and provide assistance in communicating with the membership as necessary. The four Director positions, with specific responsibilities, shall be as follows:
- *Hospitality Director:* Shall be responsible for maintaining the hospitality supplies of the Senate and coordinate provision of food and drink for hospitality rooms at Jaycee/Senate functions.
 - *Administrative Director:* Shall be responsible for working with the Vice-President in coordinating all fundraising activities of the Senate, maintain the directory of members and publish an updated version annually, promote membership in the Senate, and shall be responsible for Jaycee Senate products, including, but not limited to, coordinating the purchase of shirts.
 - *Social Director:* Shall be responsible for coordinating social activities for the Maryland Senate other than hospitality rooms during official Jaycee meetings and shall be responsible for enhancing social communication among Senators, including, but not limited to, assisting the newsletter editor in securing appropriate material for inclusion in the newsletter.
 - *Service Director:* Shall be the primary liaison with Maryland Jaycee Officers and Program Chairs for coordinating requests for assistance by the Maryland JCI Senate and/or individual Senators. This includes, but is not limited to, providing judges for Jaycee competitions, coordinating requests for financial assistance, i.e. OYM, and coordinating the application process for the Maryland JCI Senate Scholarship program.
- F. **CHAIRMAN OF THE BOARD:** The immediate past President shall serve as Chairman of the Board and shall act as an advisor and consultant to the President. He/she shall serve as chairman of the Nominating Committee and shall be the presiding officer during the annual elections.

SECTION 4 SUPPLEMENTAL MEMBERS

The President and/or Board of Directors may appoint additional members to the Board of Directors, with approval of the Board of Directors. They may include, but are not limited to, the newsletter editor. Such additional members shall not be permitted to vote on business of the Board of Directors.

SECTION 5 QUALIFICATIONS

The members of the Board of Directors shall be voting members of the Senate and shall possess the following qualifications:

- A. The President shall have served as a member of the Board of Directors for two (2) years with one being the year prior to his/her election.
- B. Any other candidate for the board of Directors must have been a Regular or Life Member of the Senate for at least six (6) months prior to the election.
- C. No member of the Board of Directors may hold or seek any Jaycee office or appointment at any level of Jaycees during their term of office.

SECTION 6 VACANCIES

- A. Vacancies on the Board of Directors shall be filled by appointment by the President with the advice and consent of the Board of Directors. Such appointees shall serve until the next regular election.
- B. If vacancy is for the office of President, selection will be made by Board of Directors based on qualifications. If necessary, qualifications listed in Section 5 subsection A could be waived under this circumstance.

SECTION 7 TERMS OF OFFICE

Terms of office shall be one (1) year, effective June 1. The elected President and Vice-President may not succeed themselves. All other officers may succeed themselves, but not to exceed four (4) terms.

SECTION 8 REMOVAL FROM OFFICE

Any officer may be removed from office as a result of failure to fulfill the duties of said office or for conduct detrimental to the best interests of the organization. Said removal must follow the following procedure:

- A. A petition stating the charge shall be filed with the Secretary and signed by a majority of the Board of Directors or by a majority of Regular and/or Life Members.
- B. The Secretary shall notify each voting member in writing at least twenty (20) days before the question will be placed on a meeting agenda.
- C. Said officer shall be provided written notice of the charge at least twenty (20) days before the question is to be placed on a meeting agenda.
- D. The petitioners shall present their case first; said officer shall be heard second and the vote shall be taken third. A two-thirds (2/3) majority of those voting shall be necessary to remove said officer from office.
- E. Should said officer be the Secretary, the Treasurer shall receive and distribute the petition. Should said officer be the President, the Vice-President shall preside during the removal proceedings. No removal proceedings shall be conducted more than once based on the same evidence.

ARTICLE VII – ELECTIONS

SECTION 1 Prior to the Annual Meeting the Nominating Committee shall prepare a slate of qualified candidates, one for each office. Such slate shall be mailed to each voting member along with the Notice of Election at least fifteen (15) days prior to the election.

SECTION 2 Additional nominations shall be permitted from the floor during the elections.

SECTION 3 All candidates must be Regular or Life Members in good standing and receive a majority of the votes cast in order to be elected.

SECTION 4 Absentee ballots and proxy votes shall not be permitted.

SECTION 5 Directors shall be elected.

ARTICLE VIII – MEETINGS

SECTION 1 ANNUAL MEETING

The annual election meeting shall be held in May.

SECTION 2 MEMBERSHIP MEETINGS

General membership meetings of the organization shall be held at least semi-annually.

SECTION 3 BOARD OF DIRECTORS MEETINGS

The Board of Directors should meet twice per year in executive session.

SECTION 4 SPECIAL MEETINGS

Special meetings may be called by a majority of the Board of Directors or the President.

SECTION 5 NOTICE OF MEETINGS

All general membership meetings shall require fifteen (15) days prior written notice to each Regular and Life Member at their last known address.

ARTICLE IX – DUES

SECTION 1 REGULAR MEMBERS

The annual dues for Regular Members of this organization shall be twenty-five (25) dollars. Dues shall be payable annually on the first day of the member’s anniversary month according to the renewal date supplied by the United States JCI Senate. New members may pay their initial dues at any time.

SECTION 2 LIFE MEMBER FUND

This is a separate fund from existing life members, prior to May 31, 2008 – a payment of \$5 per life member will be made to the MD JCI Senate treasury annually in May. If necessary, additional reimbursement may be requested to cover costs of newsletters sent via mail, not electronically sent.

SECTION 3 ASSOCIATE MEMBERS

No annual dues shall be assessed to Associate Members although user fees may be applicable. Such user fees may include, but are not limited to, newsletter subscriptions or increased registration fees for Senate functions.

SECTION 4 UNITED STATES JCI SENATE

Each Regular and Life Member shall be enrolled as a member of the United States JCI Senate unless the member requests, in writing, to be excluded from such membership.

ARTICLE X – BUDGET

SECTION 1 A proposed annual budget shall be presented to the membership for approval at the first membership meeting after elections. This budget shall balance projected income and expenditures for the year.

SECTION 2 The Fiscal Year of the organization shall commence on June 1 of each year and terminate on May 31 of the next year. All requests for reimbursement must be submitted to the Treasurer before the end of the fiscal year (May 31) to be considered for payment.

SECTION 3 Changes to the budget shall require a majority vote of the membership.

ARTICLE XI – COMMITTEES

SECTION 1 STANDING COMMITTEES

All Standing Committees, except the Nominating Committee, shall be appointed by the President. Additional Standing Committees may be established by amendment of the By-laws.

A. Nominating Committee: This committee shall have as its chairman the Chairman of the Board and its duty shall be to select the slate of candidates for the next year’s elections. In addition to the Chairman of the Board, the two immediate past presidents prior to the Chairman of the Board shall be members of the committee. The Chairman of the Board may appoint other members as may be necessary.

- B. By-laws Committee: This committee shall have the responsibility for examining the By-laws from time to time at the direction of the Board of Directors for the purposes of recommending changes to the By-laws to benefit the Senate.
- C. Review Committee: This committee shall consist of five members serving three year staggered terms with appointments made by the President as vacancies occur.
At the request of the President of the Maryland Jaycees, this committee shall have the responsibility of reviewing applications of prospective JCI Senators to insure that all questions have been properly answered and the fees have been remitted. The committee shall also track the application through the several approval steps to insure the Senatorship is returned in a timely manner. Upon receipt, the Senate President shall distribute the application to each member of the committee. The committee shall have a maximum of ten (10) days to review the application and report to the Vice-President. The Senate President shall then advise the President of the Maryland Jaycees as to the recommendation of the committee.

Under no circumstances shall the recommendation of the committee be deemed to be an approval or disapproval of the application.

SECTION 2 SPECIAL COMMITTEES

The membership or the Board of Directors shall approve the creation of Special Committees as may be necessary to fulfill the expressed objectives of the Senate. Such Special Committees shall exercise powers as shall be conferred upon them by the membership or the Board of Directors.

ARTICLE XII – RULES OF ORDER

SECTION 1 RULES OF ORDER

The current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of all meetings of the organization in matters not specifically provided for in the By-laws.

SECTION 2 STANDING RULES

The operating policies and practices of the Senate shall be outlined in numbered Standing Rules, attached to these By-laws as Appendix A. These Standing Rules may be proposed or amended at any membership meeting or Board meeting with a majority vote of those members present and voting, provided they are not in conflict with these By-laws.

ARTICLE XIII – OBLIGATING THE ORGANIZATION

No member of this organization shall contract for or incur any debt or enter into any agreement or otherwise obligate this organization except by authorization of the Board of Directors.

ARTICLE XIV – SUBSIDIARY ORGANIZATIONS

The Senate, with approval of the Board of Directors, has the power to establish subsidiary organizations. These organizations may have their own Constitution and By-laws, so long as they do not conflict with the Senate By-laws and the laws of the state of Maryland.

ARTICLE XV – SEVERABILITY

If a Court of competent jurisdiction declares any provisions of these By-laws to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of these By-laws shall continue to be separately and fully effective.

ARTICLE XVI – AMENDMENT

SECTION 1 PROCEDURES

These By-laws may be amended by two-thirds (2/3) majority of the voting members present at any regular or special meeting provided that written notice of the proposed amendment has been mailed to the last known address of each voting member at least ten (10) days prior to the date of such meeting.

SECTION 2 EFFECTIVE DATE

These By-Laws shall take effect immediately upon a vote of the membership.

(Approved: August 9, 1997)

(Amended: August 21, 1999)

(Amended: August 13, 2005)

(Amended: March 1, 2008)

(Amended: November 7, 2009)

(Amended: January 24, 2015)