

# BYLAWS

## VIETNAM VETERANS OF AMERICA CONNECTICUT'S GREATER HARTFORD CHAPTER 120, INC.

As revised on November 02, 2006



### ARTICLE 1

#### NAME

Section 1. This Chapter shall be known as Vietnam Veterans of America Connecticut's Greater Hartford Chapter #120, Inc., affiliated with Vietnam Veterans of America Connecticut States Council Inc., and the National Vietnam Veterans of America Inc.

### ARTICLE II

#### PURPOSE AND OBJECTIVE

Section 1. To help, foster, encourage, and promote the improvement of the conditions of the Vietnam-era Veteran.

Section 2. To promote physical and cultural improvement, growth and development, self-respect, self-confidence, and usefulness of Vietnam-era Veterans and others.

Section 3. To eliminate discrimination suffered by Vietnam-era Veterans and to develop channels of communication, which will assist Vietnam-era Veterans to maximize self-realization and enrichment of their lives and enhance life fulfillment.

Section 4. 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 Veteran and others; and to develop public policy proposals designed to improve the quality of life of the Vietnam-era Veteran and others especially in the areas of employment, education, training and health.

Section 5. To conduct and publish 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 society, economic, education or physical welfare of the Vietnam-era Veteran and others.

Section 6. To assist disabled and needy war Veterans, but not limited to, Vietnam-era Veterans and their dependents, and the widows and orphans of deceased Veterans.

## ARTICLE III

### MEETING

Section 1. The Chapter shall be formed and function as provided for in the VVA National Constitution.

Section 2. Meetings shall be conducted in accordance with the rules and regulations of the VVA National Constitution and these bylaws.

Section 3. There shall be one regular meeting of this Chapter each month to be held on the first Thursday of each month at 7:00 PM. The date or time for the meetings may be changed by the President or by action of a majority of the Board.

Section 4. The exceptions to Section 3 above area as follows:

- A) At the regular meeting in the month of April, for the purpose of conducting elections, the polls for the election shall be opened from the close of nomination until 8:00 PM.
- B) When a membership meeting falls on a holiday, the membership or the executive board, by majority vote, may set a substitute date for such meeting. In the event of a change of date, the membership shall be notified of such change either by mail or in the Chapter newsletter. Such change to be notified at least two (2) weeks in advance of date.

Section 5. For the purpose of convenience, for the membership, there will be no meeting of the Chapter in the month of August.

Section 6. Special meetings of the membership may be called at any time by the President of the Chapter, and shall be called by the President or the Secretary at the written request of a majority of the board of directors or of the membership in good standing. A special meeting may also be called by the President of the National Corporation or the President of the State Council in which the Chapter is located.

Section 7. All meetings of the Chapter shall be held at the principal office of the Chapter or at such place, as the Board of Directors of the Chapter shall designate in the notice of such meeting.

Section 8. Notice of the April meeting and special meetings, specifying the purpose for which such meeting is called, the date, time and place it is to be held, shall be delivered either personally or by mail to each member entitled to vote at such meeting at least ten (10) days before any special meeting and not less than thirty (30) days nor more than fifty (50) days before the April meeting.

Section 9. The presence of ten members, in person, of the membership entitled to vote at any meeting shall constitute a quorum for the transaction of any business.

Section 10. Each individual member shall be entitled to one (1) vote on all business submitted to the membership for vote. Votes must be cast in person in a manner designated by the Board of Directors. Except as otherwise provided for in the VVA National Constitution or in these Bylaws, the vote of a majority of the individual members present and entitled to vote on a matter at a meeting which a quorum for the transaction of any business is present shall be necessary for the passing of any motion submitted for adoption.

Section 11. Once any meeting of the Chapter has been legally declared adjourned, it shall not be reopened except by unanimous consent of the membership present. If any member has left the meeting room subsequent to the adjournment, the meeting shall not be reopened.

Section 12. No member shall be allowed to enter the Chapter meeting or participate while under the influence of illegal drugs or intoxicating liquor and no member shall have on his person weapons of any kind.

#### ARTICLE IV

##### MEMBERSHIP

Section 1. Membership eligibility shall be as provided for in the VVA Constitution.

Section 2. Individual membership in this Chapter is open to any Veteran of the United States military who served on active duty during the period from January 1, 1959, to May 7, 1975, or in the Indochina Theater irrespective of time of service, by paying in advance annual dues set by the Board of Directors, and conforming to, and complying with, the VVA Constitution, these bylaws, and rules of the Corporation now or hereinafter in effect. The Board of Directors shall have the right to set rules for waiver of dues in situations it deems appropriate. Members shall file with the secretary of the Chapter a copy of their DD Form 214 or other proof of qualification for membership.

Section 3. The Board of Directors shall have the authority to designate classes of associate members, and the dues, entitlements, eligibility requirements, and available services concerning such members, and shall have the authority to restrict from membership, individual or associate, a person or group of persons when, in their judgment, admission of such person or persons would be inconsistent with or detrimental to the purposes, principles, objectives, or goals of the Corporation.

#### ARTICLE V

##### DUTIES OF MEMBERS

Section 1. All members of this Chapter shall be governed by the VVA Constitution and these bylaws.

Section 2. Among others, the following acts shall constitute improper conduct by a member and shall be dealt with in accordance with the VVA Constitution and these bylaws.

- A) Discrimination against, or slandering another member because of his or her race, religion, creed, sect, color, sex, national origin, or sexual orientation.
- B) Discrimination against another member because of his or her class of membership, type of separation from the service or where the individual served while in the military.

## ARTICLE VI

### BOARD OF DIRECTORS

Section 1. The number of the Directors, exclusive of the officers as set forth below, shall consist of five (5) members in good standing.

Section 2. The President, Vice-President, Secretary, Treasurer, and such other officers as have been authorized and elected by the Chapter, shall be members of the Board of Directors of the Chapter.

Section 3. The Directors shall be elected from among the individual members in good standing of the Chapter by the vote of the members present, in person, and entitled to vote at the April meeting of the Chapter. Each such Director shall hold office for a two- (2) year term or until his or her successor is elected and has qualified. A Director may succeed himself or herself any number of times. The election of Directors will take place on even numbered years.

Section 4. The Board of Directors shall meet on Thursday at 7:00 PM the week prior to the regular membership meeting. The date or time for the meeting may be changed by the President or by action of a majority of the Board.

Section 5. A quorum of the Board of Directors shall be two-thirds of the whole membership of the Board of Directors.

Section 6. The President or a quorum of the executive Board may call a special Board meeting if necessary or when an emergency requires it.

Section 7. Any vacancy occurring in the Board of Directors, or in the position of State Council delegate, due to the death, resignation, refusal or inability to serve, shall be filled for the unexpired portion of the term by a majority vote of the full number of the remaining Directors, though less than a quorum, or by the membership at a membership meeting as long as the members have been notified in advance and at least half of the departing Directors term of office remains.

Section 8. Any member of the Board of Directors who shall be absent from three (3) Board meetings without adequate notice and excuse acceptable to the Board shall be deemed to have resigned from the Board.

Section 9. All minutes of the Board of Directors shall be kept on record and read to the Board members at the next regular meeting for approval and action.

Section 10. Unless there is special business for the Chapter to discuss there will not be a Board meeting in the months of May, June, or July.

## ARTICLE VII

### OFFICERS

Section 1. The officers of the Chapter shall be the President, a Vice-President, a Secretary, a Treasurer, and such other officers as the Board may, from time to time, deem advisable.

Section 2. The officers of the Chapter shall be elected by the individual members at the meeting in April. All such officers so elected shall hold office for a two- (2) year term. The election will take place on even numbered years. Each officer shall hold office until his or her successor is elected and has qualified. An officer may succeed himself or herself any number of times. A vacancy in any office due to death, resignation, refusal or inability to serve, shall be filled by the Board of Directors, for the unexpired term thereof, subject to the approval of the members at the next meeting, or by the membership at a regular membership meeting as long as they have been notified, in advance and that at least half of the departing officers term of office remains, except that a vacancy in the office of the President shall be filled for the unexpired term thereof as specified in Subsection D, Section 6, of Article III in the National Constitution.

Section 3. The duties of the Chapter officers shall be as established in the VVA Constitution and these Bylaws.

Section 4. All officers of this Chapter must, when possible to do so, attend all regular and special meetings. Should any officer be absent from three (3) consecutive meetings, his or her office will be declared vacant.

## ARTICLE VIII

### COMMITTEES

Section 1. The President shall appoint from the individual or associate members the Chairperson of eleven (11) Standing Committees: Membership Affairs, Legal Affairs, Public Affairs, Government Affairs, Veterans Affairs, Community Services, Economic Affairs, Minority Affairs, Constitution, Newsletter, Parade, and such other special Committees as the Chapter President deems desirable. Each of the Standing Committees shall perform the functions ascribed to it under Article IV Section 6 of the VVA Constitution.

Section 2. The Nominating Committee shall consist of three (3) members elected by the membership at the April Meeting. Each Committee member shall be elected to a one (1) year term and their duties shall be as prescribed by the VVA Constitution.

## ARTICLE IX

### DELEGATES

Section 1. Delegates and alternate delegates to conventions, conferences, and to the State Council shall be nominated and elected at the membership meeting in April and as provided for in the VVA Constitution. Members receiving the highest number of votes will be declared elected and the alternates will be in the order of votes received. The alternate delegates in accordance with their standings shall fill vacancies.

## ARTICLE X

### ELECTIONS

#### Section 1. Annual Elections

- A) The Chapter officers will be elected on even numbered years at the April meeting and will serve a two- (2) year term in office. They are the following: President, Vice-President, Secretary, and Treasurer.
- B) The Board of Directors will be elected on even numbered years at the April meeting and will serve a two- (2) year term of office.
- C) The State Council Delegates will be elected on even numbered years at the April meeting and will serve a two- (2) year term of office.
- D) The Delegates to the National Convention will be elected on odd numbered years at the April meeting and will serve a two- (2) year term in office.
- E) The three- (3) member Nominating Committee will be elected at the April meeting and will serve a one- (1) year term.

#### Section 2. Candidates

- A) Candidates must have been a member for a minimum of fifteen (15) days prior to the election.
- B) Candidates must have on file with the Chapter, or present to the Nominating Committee their DD-214, or other proof of qualification for membership.

- C) Candidates may be nominated from the floor on the night of the election. Candidates must be present to accept the nomination or have submitted a letter of intent to the Nominating Committee.
- D) Candidates will be allowed space in the newsletter to campaigning but not to defame or slander the other candidates. Space allowable will be at the discretion of the Newsletter Editor.
- E) Candidates will be allowed five (5) minutes to speak at the April meeting if desired.
- F) Candidates may use the membership list for a mailing pursuant to the Chapter rules and Federal laws governing the membership list.

### Section 3. Voters

- A) To be eligible to vote, you must have been a member for fifteen (15) days prior to the election. This would include new members or reinstated members that are not paid up for the prior year.
- B) Voting members must have on file with the Chapter, or present to the Nominating Committee, their DD-214 or proof of qualification for membership.
- C) Voting members must have paid their dues for the current fiscal year. Membership may be renewed the night of the election, but must be paid prior to casting their vote.

### Section 4. Election Procedures

- A) The voting period will be from the close of nominations until 8:00 PM.
- B) The quorum required to hold the election should be ten members.
- C) A candidate can request a recount of the ballots for his or her office if the margin between the candidates running for that office is 10% or less based on the number of total votes cast.
- D) The ballots will be kept for one (1) year in a sealed envelope signed by the Nominating Committee or their appointees.
- E) Results will be announced the night of the election.
- F) If a Nominating Committee member is running for an elected position, they shall appoint a volunteer vote counter from the floor.
- G) The vote will be taken by a secret paper ballot.

## ARTICLE XI

### MISCELLANEOUS

Section 1. Roberts Rules of Order shall be the recognized authority on all points of procedures not covered by the VVA Constitution or by these Bylaws.

Section 2. No visiting member, other than a representative to the National VVA Board of Directors, the Regional Director, or the State Council President shall be permitted to participate in debate of any questions on the floor of the Chapter meeting without the consent of a majority of the members present.

Section 3. Members who wish to be nominated for any elected position and cannot be present at the April meeting may be nominated if they send to the Secretary of the Chapter a letter of intent prior to the nominating meeting.

- A) Any member wishing to decline nomination to any elected position shall have the privilege to withdraw their nomination.

Section 4. In the event of the absence of the Secretary, the President may appoint a temporary Secretary.

Section 5. In the event that a term is used in these Bylaws that refers to the male gender, it shall apply equally to the female gender.

Section 6. Nothing in these Bylaws shall be construed or applied in a manner that will conflict with the provisions of the VVA Constitution. All matters arising and not specifically covered by these Bylaws shall be governed by the VVA Constitution.

## ARTICLE XII

### AMENDMENTS

Any proposed changes to these Bylaws must be handled on the basis of the following procedures.

Section 1. All proposals must be in writing, signed by not less than five (5) members in good standing, and referred to the Secretary of the Chapter.

Section 2. Proposed changes must be read as proposed at two (2) consecutive Membership meetings. Immediately following the second reading, the Constitution Committee shall submit their recommendations. The vote will be taken on the Constitution Committee's recommendations.



Section 3. Each proposal must be considered and voted upon separately by the Membership. A majority affirmative vote by those present and voting is needed for adoption.

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- These Chapter #120 By-Laws were passed as amended by the membership in attendance at the November 7, 1996 Membership Meeting.
- Article III, Section 4, Paragraph A, of these Bylaws was revised and passed by the membership in attendance at the November 2, 2000 Membership Meeting.
- Article III, Section 9 and Article X, Section 4 (Paragraph B) of these By-Laws were revised by the membership in attendance at the November 2, 2006 Membership Meeting. The revisions changed the requirement of a quorum from a percentage of total membership to a finite number.