



## *VIETNAM VETERANS OF AMERICA, CHAPTER 203, INC*

### **BYLAWS**

#### **ARTICLE I**

##### **ESTABLISHMENT AND NAME**

This body shall be known as **VIETNAM VETERANS OF AMERICA, CHAPTER 203, INC.**, and is established under the laws of the State of Tennessee General Corporation Act, and pursuant to the authority of the Constitution of Vietnam Veterans of America, Inc.

#### **ARTICLE II**

##### **PURPOSE**

**§2.01 Purpose.** The purpose of the Vietnam Veterans of America, Chapter 203 Inc., shall be to promote the principles and policies of Vietnam Veterans of America, Inc., as set forth in the aforementioned Constitution, and the rules and regulations of the Corporation, which include but are not limited to the following:

- a. To foster, encourage, and promote the improvement of the condition of the Vietnam Era Veteran.
- b. To promote physical and cultural improvement, growth and development, self-respect, self-confidence and usefulness of Vietnam Era Veterans and others.
- c. 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.
- d. To study, on a non-partisan basis, proposed legislation or 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 or others, and to develop public policy proposals designated to improve the quality of life of the Vietnam Era Veteran and others especially in the areas of employment.
- e. 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 social, economic, educational, or physical welfare of the Vietnam Era Veterans or others.
- f. To assist disabled and needy War Veterans including, but not limited to, the Vietnam Veteran, and their dependents, and the widows, widowers, and children of deceased Veterans.



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#### **ARTICLE III**

##### **MEMBERSHIP**

**§3.01 Membership.** The requirements for membership shall be the same as the requirements of the Corporation.

#### **ARTICLE IV**

##### **OFFICERS**

**§4.01 Officers.** Chapter members shall elect from the individual membership within the Chapter a President, a Vice President, a Secretary, a Treasurer, and such other officers as may be deemed necessary or proper.

**§4.02 Elections.** Election of Officers shall, upon nomination, be by vote at a meeting of the Chapter, to be held in April of each even-numbered year.

**§4.03 Term of Office.** Officers shall serve a term of two (2) years or until the seat held by such Officer shall be deemed vacant pursuant to the provisions of the Constitution.

**§4.04. Vacancy.** Except as provided in **ARTICLE VI, §6.02** a vacancy in any office of the Chapter shall be filled, for the unexpired term, by a vote of the membership.

#### **ARTICLE V**

##### **DUTIES OF THE OFFICERS**

**§5.01 Duties of the President.** The Chapter President shall be the Chief Executive Officer (CEO) of the Chapter and shall, subject to the Board of Directors, supervise and control all of the business affairs and property of the Chapter. The President shall see that all orders and resolutions of the Board are carried into effect. The President shall preside at all meetings of the members and of the Board, and shall appoint all Chairpersons of committees, except the Nominating Committee.

**§5.02 Duties of the Vice President.** The Chapter Vice President shall assist the President, shall perform the duties of the Chapter President in the event of his or her inability or refusal to act, and shall perform such other duties as the Council may from time to time determine. In the event of death, removal, or resignation of the Chapter President, the Vice President shall assume the position of President for the remainder of his or her term.

**§5.03 Duties of the Secretary.** The Secretary shall attend all meetings and shall be the custodian of the minutes, correspondence, and other documents relating to the business of the Chapter. The Secretary shall record the minutes of the regular and special meetings of the Chapter, and shall provide the membership with a copy thereof within a reasonable time after such meetings.



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**§5.04 Duties of the Treasurer.** The Treasurer shall attend all meetings of the Chapter and shall collect, receive, deposit, and disburse the funds of the Chapter as directed by the Chapter, and shall render financial statements and reports as may be requested by the State Council or the Corporation, and shall perform such other duties as the Chapter shall assign to him or her.

### ARTICLE VI

#### BOARD OF DIRECTORS

**§6.01 Elections.** Election of the Board of Directors shall, upon nomination, be by vote at a meeting of the Chapter, to be held in April of each year. Elections are held on an alternating basis: 2 and 3.

**§6.02 Term of Office.** Board Members shall serve a term of two (2) years or until the seat held by such Officer shall be deemed vacant pursuant to the provisions of the Constitution.

**§6.03 Vacancy:** A vacancy on the Board of Directors shall be filled by the remaining Board members for the unexpired term.

**§6.04 Past President.** The immediate past President may sit on the Board of Directors as a non-voting member for one (1) year after leaving office.

### ARTICLE VII

#### MEETINGS

**§7.01 Regular Meetings.** Regular meetings of the Chapter shall be held on a schedule and at a location designated by the Board of Directors.

**§7.02 Special Meetings.** Special meetings of the Chapter may be called by the President or by petition of Board of Directors or membership. Written notice of any special meeting shall be given to each member of the Chapter at least ten (10) calendar days prior to any such special meeting. Notice may be in the form of written first-class mail, E-mail, or by any communication that ensures notification. The President of the Chapter may call a special meeting of the Chapter when he or she deems such a meeting to be in the best interest of the Chapter.

**§7.03 Meeting Itinerary.** Meetings and disciplinary actions shall be conducted in accordance with Robert's Rules of Order (newly revised or current edition).

**§7.04 Weapons.** No VVA member or other person, other than a duly authorized law enforcement official in the lawful exercise of his or her duties, shall be present at any VVA meeting, including meetings of the Board of Directors and Board Committees, with a weapon on his or her person or in his or her possession.



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#### **ARTICLE VIII**

##### **COMMITTEES**

**§8.01 Committees.** The Chapter President may appoint Committee Chairs as deemed appropriate.

**§8.02 Nominating Committee.** The Nominating Committee shall be elected by the membership and serve a two-year term. The Committee shall consist of not less than three (3) members and no more than five (5) members.

#### **ARTICLE IX**

##### **AVVA Special Advisor**

**§9.01 Special Advisor.** After recommendation from local members of the Associates of Vietnam Veterans of America (AVVA), the chapter shall seat a Liaison on the Board of Directors, who shall serve as a non-voting Special Advisor to the Board of Directors on matters of particular concern to AVVA members.

#### **ARTICLE X**

##### **FISCAL YEAR**

**§10.01 Fiscal Year.** The fiscal year of Chapter 203 shall commence on the first day of March and end on the last day of February in each year.

#### **ARTICLE XI**

##### **FINANCE**

**§11.01 Fundraising.** Subject to the provisions of these bylaws and the rules, resolutions, and procedure of the Corporation, Chapter 203 shall have the power to raise funds as necessary to its operation in such a manner as the Chapter deems appropriate.



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#### **ARTICLE XII**

##### **WAIVER OF NOTICE**

**§12.01 Waiver of Notice.** Whenever any notice is required to be given pursuant to the provisions of the Articles of Incorporation of the Corporation, or of the Chapter, or by these bylaws, or the rules and procedures of the Corporation, a waiver thereof in writing, signed by the person entitled to such notice, executed at any time, shall be considered the equivalent of the giving of such notice.

#### **ARTICLE XIII**

##### **AMENDMENTS**

**§13.01 Amendments.** These bylaws may be amended at any time by a majority vote of the membership present at the meeting.

Amended:  
Amended: 9/8/05  
Adopted: 1985

Amended & reformatted Sept 2012  
Amended: Oct 2005