

BYLAWS
MONTEREY BAY CHAPTER
SOUTHWEST SECTION OF THE NINETY- NINES, INC.
(Amended May, 2011)

ARTICLE I

Name

Sec. 1 The name of this organization shall be the MONTEREY BAY CHAPTER, SOUTHWEST SECTION OF THE NINETY-NINES, INC. and shall include Santa Cruz and Monterey Counties.

ARTICLE II

Membership

Sec. 1 Requirements and classification of membership shall be as stated in Article in the International By-laws.

ARTICLE III

Meetings

Sec. 1 This organization shall meet on the third Wednesday of each month at a time and place so designated by the members at the last previous meeting. This date can be changed at the discretion of the members to coincide with special activities.

Sec. 2 Special meetings may be called by the Chairman and/or a majority of the members, and the Chairman shall issue a proclamation accordingly. In the call for a special meeting, the exact purpose of the meeting shall be stated and no other business shall be transacted at said meeting.

Sec. 3 25% of the members as defined by International Bylaws, Article V, Section 4, A. shall constitute a quorum.

ARTICLE IV

Officers

Sec. 1 The elective officers shall consist of a Chairman, Vice-Chairman, Secretary, and Treasurer.

(A) Officers shall be members in good standing.

Sec. 2 Elections

(A) Officers shall be elected by a majority vote of ballots received. If no candidate receives a majority, members present at a regular meeting shall elect by a majority of votes from the two candidates receiving the highest number of vote.

(B) Candidates for office shall be nominated by a nominating committee of three appointed by the Chairman.

(C) Elections shall be held in May with the new officers taking office the third Wednesday in July for a two year term.

(D) No officer shall serve more than two consecutive terms in the same office.

Sec. 3 The Elective officers of the Chapter shall comprise a Board of Directors, which shall have authority to act in emergencies arising between meetings, said acts to be reported to the next regular meeting of the chapter for approval.

Sec. 4 A vacancy in any office by death, resignation or other cause, shall be filled by the Board of Directors, excepting, however, the office of the Chairman, which shall be filled as provided hereinafter in Article V, Sec. 2.

Sec. 5 Any officer may be removed from office for neglect of duty. Said removal may be accomplished by the Board of Directors on its own initiative or on demand of two thirds of the active members.

ARTICLE V

Duties of Officers

Sec. 1 The Chairman shall preside at all Chapter meetings and enforce due observance of the Constitution and By-Laws; see that all officers and members of committees perform their respective duties as enjoined by the laws of the organization; receive and put all motions; appoint all committees, unless otherwise specified; inspect and announce the results of the balloting or other votes by the Chapter; preside at all the meetings of the Board of Directors; and perform such other duties as usually appertain to the office or as otherwise directed by the members in meeting. In case of the absence of any officer at any meeting, the Chairman shall appoint a member in good standing to act for such absent officer.

Sec. 2 The Vice Chairman shall assist the Chairman in the performance of her duties; preside at Chapter meetings or meetings of the Board of Directors in case of the absence, resignation or removal from office of the Chairman, and do such duties as may be assigned.

Sec. 3 The Secretary shall keep in a file for that purpose, an accurate account of all transactions of the Chapter meetings and meetings of the Board of Directors; write all communications; file all papers and documents pertaining to Chapter transactions, issue all notices as directed by the members in meeting or the Chairman; and perform such other duties as usually appertain to the office.

Sec. 4 The Treasurer shall receive all monies due the Chapter, giving a receipt for same. She shall pay out the same, only on authorization of the Board of Directors or as directed by the members in meeting. She shall give, when requested by the Chairman, a statement in writing of monies on hand and shall at the June meeting, make a financial report of the year's receipts and expenditures.

ARTICLE VI

Finances

Sec. 1 All funds of the Chapter shall be deposited in a bank account in the name of Monterey Bay Chapter of The Ninety-Nines, Inc. and may be withdrawn only by draft bearing the signature of either the Treasurer or Chairman.

ARTICLE VII

Committees

Sec. 1 At the July meeting immediately following the installation of officers, the incoming Chairman shall appoint the chairmen of all committees authorized by these bylaws or by resolution adopted by the members. It shall be the privilege of each chairman to choose her own committee members. Each committee chairman shall make a monthly report at the regular meeting of the Chapter.

The following committee chairmen shall be appointed biennially:

1. Membership
2. Newsletter Reporter
3. Publicity and Public Relations
4. Scrapbook
5. Aerospace Education
6. Associate Member Program
7. Airmarking
8. Emergency Preparedness
9. Aviation Activities
10. Fundraising
11. Scholarship
12. Historian
13. Website
14. Legislative
15. Hospitality

Sec. 2 Duties of committees shall be found in the Standard Operating Procedures for the Chapter.

Sec. 3 Nothing contained in the Standard Operating Procedures shall be construed to limit or restrict the duties of the above committees.

ARTICLE VIII

Sec. 1 These by-laws may be amended by a two-thirds vote of the active members, provided the proposed amendment has been submitted to all members of the Chapter thirty days prior to the meeting date for vote.

ARTICLE IX

Sec. 1 *Robert's Rules of Order, Newly Revised*, shall cover all parliamentary procedure not otherwise provided for in these bylaws.