7-10-2013

Bylaws of Citizens for Peace (501c4)

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Recommended Citation
http://digitalcommons.wayne.edu/cpcs_cfp/69
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(Specific sections amended 5/12/2009 & 7/9/2013)

Article I - Name and Purpose

Section 1 --- Name: The name of the organization is Citizens for Peace. It is a nonprofit nonpartisan political organization incorporated under the laws of the State of Michigan.

Section 2 --- Purpose: The purpose of Citizens for Peace is to be responsive community leaders centered on learning, educating and facilitating the practices and principles of non-violence in our world. We encourage the empowerment of an active citizenry and support a United States Department of Peacebuilding, a Youth PROMISE Act, and violence prevention. (Amended 7/9/2013)

Article II – Membership

Section 1 --- Eligibility for Membership: Citizens for Peace is open to all who are interested in promoting peace and nonviolence. Membership is granted after completion of membership application and payment of the annual dues.

Section 2 --- Annual Dues: The amount required for annual dues will be decided at the annual meeting by a majority vote of the members in attendance with a minimum of ten voting members present. Continued membership is contingent upon being up-to-date on membership dues. The President of the Citizens for Peace may waive the payment of dues in the case of financial hardship. Information will only be shared with the Secretary. (Amended 5/12/2009)

Section 3 --- Rights of Members: Each member in good standing has the right to vote on organizational issues.

Article III – Meetings of Members

Section 1 --- Regular Meetings: Regular meetings shall be held on the second Tuesday of each month at a time and place designated by the President, unless altered by the Executive Board.

Section 2 --- Annual Meeting: An annual meeting of the members will take place in January on the regularly scheduled meeting night and place, unless altered by the Executive Board. The annual meeting requires a minimum of ten (10) voting members. At the annual meeting the membership will elect directors and officers nominated at the preceding November and/or December meetings. There will be an end of year financial report along with reports on accomplishments of the previous year and goals for the coming year.
Section 3 --- Special Meetings: Special membership meetings may be
called by the President.

Section 4 --- Quorum: The members present at any properly announced
meeting shall constitute a quorum, except at the annual meeting which
requires a minimum of ten (10) voting members.

Section 5 --- Voting: All issues to be voted on shall be decided by a simple
majority of those present at the meeting in which the vote takes place,
except for the annual meeting which requires a minimum of ten (10) voting
members. The President does not vote unless there is a tie.

Article IV – Board of Directors

Section 1 --- Board Members: The Board consists of President, Vice-
President, Secretary, and Treasurer; in addition there are seven (7)
Committee Chairpersons: Education, Public Relations, Fund Raising, Citizen
Action, Membership, Technology, Inner Peace, and two Board Members at
Large. The Board of Directors receives no compensation. (Amended
5/12/2009)

The Executive Board is the officers: President, Vice-President, Secretary,
and Treasurer.

Section 2 --- Board Elections: The board members are elected at the
annual meeting in January. Term of office is one (1) year and all board
members are eligible for re-election.

Section 3 --- Quorum, Meetings and Notice: A quorum for a Board of
Directors’ meeting shall consist of seven (7) board members. Meetings will
be held at least once a year at an agreed time and place. (Amended
5/12/2009 & 7/9/2013)

Section 4 --- Special meetings: The President will notify members of the
Board when there is a need for a special meeting.

Section 5 --- Election Procedures: Nominations for board members will be
accepted by the President or Secretary at the November and December
membership meetings.

Voting will take place at the annual meeting held in January each year. The
quorum for the annual meeting is a minimum of ten (10) voting members.

Section 6 --- Directors and Duties:

The President of Citizens for Peace is the U.S. Congressional District Leader
of the 11th District for the Michigan Department of Peace Campaign. In
addition, the President convenes and presides at the regular membership meetings, the board meetings and the executive board meetings. The President adheres to and enforces the bylaws of the Citizens for Peace. The Vice-President will act for the President in the event of an absence. The Vice-President will perform such duties as the President delegates.

The Secretary shall take minutes at all membership and board meetings. In addition, the secretary will maintain membership and corporate records and collect annual dues.

The Treasurer is responsible for developing an annual budget and maintaining records on revenue and expenditures. The Treasurer will make a financial report at each regularly scheduled membership and board meeting.

Additional board members will have their responsibilities defined by the Executive Board:

The Education Chairperson works to educate members and the public on peace and nonviolent issues, and forms a committee to accomplish these goals.

The Inner Peace Chairperson provides the members with the tools to enhance their personal growth and inner peace, and forms a committee to accomplish inner peace goals.

The Public Relations Chairperson oversees all aspects of media promotion and forms a committee to promote awareness of Citizens for Peace.

The Citizen Action Chairperson is responsible for influencing the political agenda in regards to peace and nonviolent issues especially the passage of the Department of Peace legislation, and forms a committee to accomplish this goal.

The Technology(IT) Chairperson promotes the organization via the Internet and assists members in using the Internet to promote peace and non-violence. The IT Consultant also maintains the organization’s blog.

Membership Chairperson networks with other community organizations and promotes the Citizens for Peace with the goal of increasing membership.

The Fundraising Chairperson develops funding sources to support the organization’s goals.

The Board Members at Large take on Board responsibilities that fall outside of committee chairpersons’ duties. (Amended 5/12/2009)
Section 7 --- Vacancies: When vacancies on the Board exist mid-term, the President shall appoint people who will fill out the term until the new election.

Section 8 --- Resignation: Resignation from the Board must be in writing and submitted to the President, who will notify the membership and seek a replacement.

Article V – Committees

Section 1 --- Committee Formation: Each Committee Chairperson will seek volunteers to serve on their committee. (Amended 5/12/2009)

Section 2 --- Executive Board: The four officers (President, Vice-President, Secretary, and Treasurer) serve as the members of the Executive Board

The Executive Board shall have the authority to alter meeting dates, times, and location as needed. In addition, the Board of Directors shall have all the powers and authority in the intervals between meetings of the Board of Directors.

Section 3 --- Financial Oversight: Within the first quarter of each year, there will be an audit of the Treasurer’s records from the previous year. A committee of at least one to two members who are not on the Board will be appointed by the President. (Amended 7/9/13)

Article VI – Amendments

Section 1 --- Amendments: These bylaws will be amended as needed. Any member may submit a bylaw amendment proposal to the President. The President will share the proposal with the Board of Directors for review and discussion. A two thirds majority vote by the Board in favor of a bylaw change will be presented to the members at the next regularly scheduled meeting.

Certification

These bylaws were approved at a meeting of the membership by two-thirds majority vote on ________________

__________________________________________

Secretary Date