

NORTH CAROLINA JCI SENATE, INC. CONSTITUTION & BYLAWS

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ARTICLE I. ORGANIZATION AND PURPOSE

- A. **ORGANIZATION:** The North Carolina JCI Senate, Inc. is nonprofit corporation 501 (C) (4) organized and existing under the North Carolina Nonprofit Corporation Act of the General Statutes of North Carolina. Incorporated with the Secretary of State on June 4, 1999, and named the "North Carolina JCI Senate, Inc." The corporation shall be governed and managed by and pursuant to the terms of the Articles of Incorporation, the Nonprofit Corporation Act of the General Statutes of North Carolina, and this Constitution and Bylaws adopted hereafter, provided that these Bylaws, any policy adopted, and any action taken pursuant to them shall be subordinate to the forgoing authorities. The corporation shall hereafter be referred to as the" **SENATE**" with its fiscal year beginning July 1 and ending June 30 of the following calendar year.
- B. **PURPOSE:** The primary purpose of the SENATE shall be to promote fellowship among JCI Senators in North Carolina. The SENATE shall further the principles of the JCI movement and the tenets of the Jaycee 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.

C William Brownfield #197

The secondary purposes of the SENATE are:

- To assist JCI North Carolina (also referred to as JCI NC) in promoting the objectives of the Jaycees and encouraging the nomination of outstanding and eligible Jaycees for JCI Senatorships.
- To assist or provide counsel to JCI NC and local chapters upon request.
- To promote fellowship among JCI Senators within the United States and JCI organizations throughout the world.

ARTICLE II. AFFILIATION AND AFFIRMATION

- A. **AFFILIATION:** The SENATE is a separate entity, but is affiliated with JCI North Carolina, the United States JCI Senate and JCI (Junior Chamber International). The SENATE shall be subject to the governing authorities of those organizations when required to retain the affiliation.
- B. **BYLAWS AND POLICIES:** The Bylaws and Policies of the SENATE shall at no time conflict with the Bylaws and Policies of these organizations. Said affiliation shall in no way be affected should any of these organizations change their names.
- C. **AFFIRMATION:** The SENATE does not discriminate against any organization or member because of race, creed, color, political, sexual, religious or economic background or beliefs.

ARTICLE III. MEMBERSHIP

- A. **MEMBERSHIP:** Any individual who shall have received their senatorship in North Carolina in accordance with senatorship requirements of Junior Chamber International becomes a member of the SENATE. A JCI Senator who received their senatorship from another JCI Senate organization and now resides in North Carolina may apply for membership in the SENATE pending payment of dues to become a member of the SENATE.
- B. **DUES FOR NEW NORTH CAROLINA SENATORS:** When an individual is submitted to JCI for senatorship, an initial fee of Fifty dollars (\$50.00) is paid to the SENATE. This fee covers the first year of membership, an individual name badge and the North Carolina Senate Medallion. Annual renewal dues for subsequent years shall be Twenty-Five dollars (\$25.00) payable in the anniversary quarter of membership. Any change in annual dues shall be approved by the general membership at the Annual Membership Meeting.
- C. **DUAL MEMBERSHIP:** Any bona fide member of another JCI Senate organization is eligible for membership in the SENATE by making an application and paying annual dues.
- D. **DUAL MEMBERSHIP DUES:** Dual members shall pay Twenty-Five dollars (\$25.00) or the regular member dues. For an additional voluntary fee of Twenty-Five dollars (\$25.00), the dual member shall receive a North Carolina Senate

nametag and medallion. Renewal dues are due in the anniversary quarter of membership.

- E. **POWER AND DUTIES OF MEMBERSHIP:** All members of the SENATE shall enjoy all rights and privileges now and hereafter afforded by the SENATE. They shall have the right to vote on issues, nominate candidates, hold position as an officer, chairman or committee member and attend functions of the SENATE, as hereafter provided. Members of the SENATE are expected to support the actions and activities of the JCI senate organization at all levels and to carry out the duties and responsibilities of membership specifically stated in these Bylaws or as directed by the Executive Committee. Should a member not pay renewal dues in the anniversary quarter they are due, they will be removed from the membership roster and must reapply for membership if they so desire.
- F. **RESIGNATION AND REINSTATEMENT:** Any member may resign or withdraw from the SENATE by written request to the Secretary, provided that all fees and dues are paid for the current fiscal year for the member to resign in good standing. Any member who has resigned in good standing may reapply for membership in the same manner as provided for new members of the SENATE including payment of all dues as is herein provided.
- G. REMOVAL FROM MEMBERSHIP: Any member may be removed from membership by action of the Executive Committee with a vote of two-thirds or more in favor of the action. Removal can be considered, if a member has demonstrated acts, including but not limited to malfeasance, criminal behavior or conviction, or misbehavior of any sort that is deemed not appropriate to the wellbeing of the SENATE or its members, such removal shall be permanent. Any member that is subject to this action shall be notified by the Secretary at least fifteen (15) days prior to the meeting of the Executive Committee and may appear before the committee to voice their opinion on the matter.

ARTICLE IV: LIFE MEMBERSHIP

A. **LIFE MEMBER CATEGORY:** The SENATE established a special category of membership known as "Life Membership" available to all current members in good standing. Members pay a one-time fee to become "Life Members" and are not required to pay any future dues renewal. Life Members have a unique Life Member number. Initially twenty-four (24) numbers were reserved for Past Presidents of the North Carolina Senate and all these numbers have been claimed.

- B. **LIFE MEMBERSHIP DUES:** The fee to become a Life Member is Two Hundred and Fifty dollars (\$250.00) or ten times the annual dues, whichever is greater. Twenty-five dollars (\$25.00) pays the current annual dues and twenty-five dollars (\$25.00) of the fee provides a nametag and pin for the new Life Member.
- C. LIFE MEMBER FUNDS: The remaining funds are invested to pay future membership dues of Life Members. The administration and investment of these funds are the responsibility of five (5) Life Member Fund Trustees as appointed by the President. The terms of office shall be: two (2) trustees serve a three (3) year term, two (2) trustees serve a two (2) year term, and the current Treasurer serves a one (1) year term. Interest only from these funds is designated to pay Life Member's dues to the US JCI Senate. The interest shall be income to the SENATE and may or may not be sufficient to cover the renewal dues. The interest should be withdrawn in the first quarter of the SENATE fiscal year. Any excess or deficit will be part of the general funds of the SENATE. The trustees shall report as to the value of these funds and interest earnings at each General Membership Meeting.
- D. **DEATH OF LIFE MEMBERS:** Since the Life Member Fund was created to pay dues of living members, some provision should be made for Life Members who pass away during the current fiscal year. Since no future dues is required, one option would be to withdrawal some amount and transfer those funds to the general funds of the SENATE. Records exist as to the amount of the initial funds paid by each Life Member. The first seventy-five (75) paid one hundred and eighty dollars (\$180.00) and the rest paid the current amount of two hundred and fifty dollars (\$250.00), of which two hundred dollars (\$200.00) is retained in the Life Member Fund. Starting with fiscal year 2023-24, if any Life Member dies, two hundred dollars (\$200.00) would be removed from the Life Member funds and paid to the general fund in the first quarter of the next fiscal year 2024-25. This process would help in planning the budget for the next fiscal year since it would already be known how many Life Members had died in the previous fiscal year.

ARTICLE V. OFFICERS

A. **OFFICERS OF THE SENATE:** Qualification for office, election and duties of officers and directors shall be in the manner hereafter prescribed in these Bylaws. They shall carry out all the duties incident to the offices as directed

by the Articles of Incorporation, statutory laws and these Bylaws. The officers of the SENATE shall be as follows and shall form the Executive Committee:

- 1. President
- 2. Chairman of the Board
- 3. Up to two (2) Vice Presidents
- 4. Treasurer
- 5. Secretary
- 6. Regional Directors (Geographic regions as determined by the SENATE Executive Committee)
- B. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE: The Executive Committee shall be the governing body of the SENATE. The duties and powers of the members of the Executive Committee as specified for individuals bearing the titles as specified above. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business of the SENATE. The business of the Executive Committee may be conducted in official meetings or via correspondence, e-mail, virtual meeting or conference call as required by the SENATE. All qualifications for office as set forth in these Bylaws are not subject to suspension under Article XVII. Section G, unless an insufficient number of qualified candidates have filed for election.
- C. **REMOVAL FROM OFFICE:** The Executive Committee, at a duly convened meeting may remove any officer of the SENATE from office for good cause shown, provided that such removal vote shall be by two-thirds or more of those officers present. This provision is not subject to suspension of the Bylaws as provided in Article XVII. Section G.

ARTICLE VI. PRESIDENT

- A. **QUALIFICATION:** The President shall be a bona fide member of the North JCI Senate in good standing. The President shall not have served a full-term as State President the immediate prior year and must have served two full terms as an elected member of the Executive Committee of the SENATE. The definition of "full term" shall be the period July 1, until the following year June 30, inclusive.
- B. **ELECTION:** The President shall be elected by a majority of votes cast by the membership present at the Annual Membership Meeting of the SENATE, as hereafter provided in Article XIV.

- C. **TERM OF OFFICE:** The President shall serve a term of one (1) year to begin on the first day of July following election at the Annual Membership Meeting and to terminate on June 30 of the next year, or if a new President is not elected, serve as a general contact person until a successor is elected and assumes office.
- D. **DUTIES:** The President shall preside at all meetings of the SENATE and its Executive Committee. The President shall also serve the SENATE as a representative to the Board of Directors of the United States JCI Senate and represent the SENATE at all US JCI Senate meetings. Since the SENATE has two votes at all US JCI Senate meetings, the President shall designate the second voting delegate for each meeting. The President shall serve as an exofficio member of all committees of the SENATE.
- E. **EXECUTIVE POWERS:** The President shall be responsible for the business of the SENATE and, with the approval of the Executive Committee, shall execute and administer the purposes and policies of the SENATE as established by the membership and Executive Committee.
- F. **PRESIDENTIAL APPOINTMENTS:** At the beginning of the President's term, the President shall make appointments necessary to conduct the business of the SENATE. These appointments include:
 - Legal Counsel (Licensed to practice law in NC)
 - Chaplain
 - Members of the Life Member Fund Trustees (as needed)
 - Up to three (3) members to the NC Jaycee Foundation, Inc. (based on vacancies)
 - Hospitality Chairman
 - First Timers Chairman
 - Return the Favor Chairman
 - Newsletter Editor
 - Website Administrator
- G. **ADDITIONAL PRESIDENTIAL APPOINTEES:** The President shall make any additional appointments as needed by naming individuals as chairman or members of special or temporary committees with notification to but not subject to approval by the Executive Committee. These individuals or committees may report to the Executive Committee or general membership based upon the nature of their appointment.

H. **REMOVAL OF PRESIDENTIAL APPOINTEES:** The President may remove any Presidential appointee as provided in Article III, Section G, for any valid reason. Such removal shall be final and not subject to review by the Executive Committee.

ARTICLE VII. CHAIRMAN OF THE BOARD

- A. **TERM OF OFFICE:** The Chairman of the Board shall be the immediate past president of the SENATE, whose term shall begin on July 1 and terminate on the following June 30.
- B. **DUTIES:** The COB shall work with and assist the President during the term in office. The COB shall preside in the event of an absence or vacancy in the office of the President at any Senate Meeting. The COB is a voting member of the Executive Committee and is responsible for installing new officers and administering the oath of office.

ARTICLE VIII. VICE PRESIDENT(S)

- A. **VICE PRESIDENTS:** In order to promote the business of the SENATE and promote leadership development, the SENATE, will have one (1) and may have two (2), Vice Presidents to split the responsibilities of this office. The Vice President(s) may consider additional duties as requested by the President or Executive Committee.
- B. MANAGEMENT VICE PRESIDENT: The Vice President of Management shall be responsible for all fund-raising activities within the SENATE. Activities include NC JCI Senate Sweepstakes and Silent Auction, providing manpower to cover a game at the Cary Jaycees NC State Football Concessions upon their request, oversight for the Jim Ollis / Bobby Saunders Memorial Golf Tournament committee and any other SENATE fund-raising activities.
- C. **MEMBERSHIP VICE PRESIDENT:** The Vice President of Membership shall be responsible for membership activities within the SENATE. As membership Vice President, this individual is responsible in assisting the Treasurer with dues collection and the US JCI Senate Sweepstakes,

promoting the Senatorship Program to Jaycees, soliciting members of the Life Member Fund and promoting the US JCI Senate Priority Projects. Membership activities include hospitality, Regional Bashes and any other non-fund-raising activities.

- D. **ELECTION:** Each Vice President shall be elected by a majority of the votes cast by the membership present at the Annual Membership Meeting of the SENATE, as hereafter provided in Article XIV.
- E. **QUALIFICATION:** Each Vice President shall be a bona fide member of the SENATE and have served one (1) full term as an elected member of the Executive Committee.
- F. **TERM OF OFFICE:** Each Vice President shall serve a term of one (1) fiscal year. Each Vice President may serve one (1) or more terms in either Vice Presidential position.

ARTICLE IX. TREASURER

- A. **QUALIFICATION:** The Treasurer shall be a bona fide member of the SENATE in good standing. The Treasurer should have a working knowledge of maintaining financial records for an organization.
- B. **ELECTION:** The Treasurer shall be elected by a majority of the votes cast by the membership present at the Annual Membership Meeting of the SENATE, as hereafter provided in Article XIV.
- C. **TERM OF OFFICE:** The Treasurer shall serve a term of one (1) fiscal year until re-elected or a successor is elected and assumes office.
- D. DUTIES: The Treasurer shall have overall responsibility of reporting any filings as required by the State of North Carolina and the Internal Revenue Service. The Treasurer shall be responsible for collecting dues and submitting dues payments to the US JCI Senate. Proper records of dues collections, other income and expenses of the SENATE must be maintained. The Treasurer is responsible for preparing a budget for the fiscal year approved by the Executive Committee and General Membership at the first SENATE meeting of the year. The Treasurer shall maintain financial records to match income and expenses within that budget. The Treasurer is responsible for a factual accounting of actual activity versus budget at each meeting and the funds held by the SENATE.

The Treasurer may consider additional duties as requested by the President or Executive Committee.

E. **AUDIT:** To maintain trust in the financial records prepared by the Treasurer, periodic reviews of these documents must be performed at the direction of the Executive Committee. The frequency and scope of the audit should be ongoing to maintain the financial integrity of the SENATE. The frequency of audit shall be every two years unless the Treasurer serves only a one (1) year term. The scope of the audit shall include detailed examination of all income, expense and assets pertaining to the SENATE. The audit shall be conducted by an Audit Committee consisting of three (3) members either past presidents or treasurers appointed by the President at the beginning of the Senate year, if required, to report to the membership within six months.

ARTICLE X. SECRETARY

- A. **QUALIFICATION:** The Secretary shall be a bona fide member of the SENATE in good standing.
- B. **ELECTION:** The Secretary shall be elected by a majority of the votes cast by the membership present at the Annual Membership Meeting of the SENATE, as hereafter provided in Article XIV.
- C. **TERM OF OFFICE:** The Secretary shall serve a term of one (1) fiscal year until reelected or until a successor is elected and assumes office
- D. **DUTIES:** The Secretary shall be the custodian of all official records of the SENATE, which includes all corporate filings with the State of North Carolina and Internal Revenue Service and all documents of the Senate including Bylaws, Policies, and Meeting Minutes. The Secretary shall be the Recording Secretary at all meetings of the membership and Executive Committee. The Secretary may consider additional duties as requested by the President or Executive Committee.
- E. **NOTICE TO MEMBERS:** The Secretary shall cause the members of the SENATE to be notified in writing or electronic form of all regular and special meetings of the Executive Committee and the SENATE.

ARTICLE XI. REGIONAL DIRECTORS

- A. **QUALIFICATION:** Each Regional Director shall be a bona fide member of the SENATE in good standing.
- B. **ELECTION:** The Regional Directors shall be elected by a majority the votes cast by the membership present at the Annual Membership Meeting of the SENATE, as hereafter provided in Article XIV.
- C. TERM OF OFFICE: The Regional Directors shall serve a term of one (1) fiscal year until reelected or until a successor is elected and assumes office.
- D. **DUTIES:** The Regional Directors shall promote the SENATE within their respective region and have such duties as assigned to them by the President.

ARTICLE XII. NOMINATIONS AND ELECTION COMMITTEE

- A. **COMMITTEE APPOINTMENT:** The President shall annually appoint a Nominations and Election Committee which shall be composed of the Legal Counsel as Chairman, Chairman of the Board, one (1) Regional Director and one (1) past state officer or a past President. If any member of the committee becomes a candidate for office or campaign manager for any candidate, the President shall appoint their replacement.
- B. **COMMITTEE MEETINGS:** The Committee shall meet prior to the Winter Membership Meeting to develop, formulate and publish regulations regarding nomination and elections rules, consistent with these Bylaws. The Committee shall meet prior to the date of election to certify candidates for office.
- C. **CHARGE TO COMMITTEE:** The Committee shall conduct the election of officers and enforce all rules and procedures as prescribed in the Bylaws.

ARTICLE XIII. NOMINATIONS FOR OFFICE

A. NOMINATIONS: Nominations for President, Vice President(s),
 Treasurer, Secretary and Regional Directors may be filed by letter or

email from the candidate to the Nominations and Election Committee after January 1 or by nomination from the floor at Winter Membership Meeting.

- B. **ANNOUNCEMENTS AND CAMPAIGNING:** There shall be no formal announcements or active campaigning by any prospective candidate prior to January 1 of each year unless an interim election is scheduled to fill a vacancy as hereafter provided in Article XV.
- C. **NOTICE OF NOMINATIONS:** In the event that more than one candidate is nominated for any specific office before 5:00 PM on the tenth business day of February, the nominations for that office shall be closed and those nominees shall stand for election. If no candidate or only one (1) candidate is nominated twenty-four (24) hours prior to the hour convening the General Membership Meeting, the nominations shall remain open until closed by resolution of the members at that meeting. On the second business day of May, the Legal Counsel shall prepare a list of all nominees for all the elected officer positions as received and publish this list to all members.

ARTICLE XIV. CONDUCT OF ELECTIONS

- A. **ELECTION:** The procedure for voting for all officers of the SENATE shall occur as established by these Bylaws under the supervision of the Nominations and Election Committee. The Legal Counsel or their designee shall preside over the elections at the Annual Membership Meeting. Only bona fide members of the SENATE in good standing are allowed to vote in person by secret ballot. If election of any office is uncontested, a motion can be made from the floor for the vote to be done by acclamation of proclamation instead of secret ballot. No absentee ballots shall be allowed and nominees receiving the highest number of votes cast shall be elected.
- B. **CHALLENGE TO VOTES:** If any member challenges the vote of any member, who is charged with violating the election rules, the Chairman will rule on the validity of the challenge and bar any member in violation from further voting.

ARTICLE XV. VACANCIES IN OFFICES

- A. **DETERMINATION OF VACANCIES:** Any office is declared vacant upon the death, disability, resignation or removal of the member holding the office. If one (1) or more new offices are created, such new offices shall be considered vacancies for the purpose of electing new officers.
- B. VACANCY IN PRESIDENCY: In the event a vacancy occurs during the term of the President, the Chairman of the Board shall become acting President with all powers of the office. The Secretary of the SENATE shall call a meeting of the Executive Committee within thirty (30) days from the date the vacancy occurs, at which time the Executive Committee shall nominate one or more members, from which a successor shall be elected at the next general membership meeting. The election to fill a vacancy for President shall be conducted according to the following rules.
 - 1. Qualifications: The nominee or nominees shall be qualified according to the provisions of Article XI, Section A. The Chairman of the Board may be nominated.
 - 2. Voting and Term: A majority of votes cast shall be necessary to elect a new President who shall assume office immediately and serve the unexpired term of their predecessor. The new President serving a partial year shall not be eligible for nomination as President in the subsequent SENATE year.
- C. VACANCY IN ANY OTHER ELECTED OFFICE: If any vacancy occurs in any other office, the President may appoint an interim officer to serve until the next General Membership Meeting at which time a successor will be elected to assume the office. The member elected to the office shall perform the full duties, rights, privileges, responsibilities and terms of the office.
- D. **VACANCY IN APPOINTED OFFICES:** If a vacancy occurs in any position appointed by the President, the President my appoint a replacement to serve the remaining portion of the vacated term. Such appointments shall not be subject to approval by the Executive Committee.

ARTICLE XVI. MEETINGS

- A. **MEMBERSHIP MEETINGS:** The President shall preside at all scheduled meetings of the SENATE.
- B. **ANNUAL MEMBERSHIP MEETING:** The SENATE shall meet annually during the month of May or as close to the end of May upon approval by the Executive Committee.
- C. QUORUM: Members present and duly registered to vote shall constitute a quorum at the Annual Membership Meeting or any other scheduled or special meetings without regards to the number of members of the SENATE.
- D. **SPECIAL MEETINGS:** The President or a majority of the Executive Committee may call Special Membership Meetings at any time or place provided notice of the purpose of the meeting is given to all members at least fifteen (15) days prior to the meeting.
- E. EXECUTIVE COMMITTEE MEETINGS: Regular meetings of the Executive Committee shall be held three times each SENATE year. A majority of the elected officers present shall constitute a quorum.
- F. CONDUCT AT MEETINGS: All members and visitors at SENATE meetings and events shall conduct themselves in a professional manner. The most recent version of Roberts' Rules of Order shall govern the proceedings of all meetings of the SENATE except as herein provided by these Bylaws. In the event of that any report of disorderly conduct, vandalism, or behavior tending to reflect unfavorably upon the reputation of the SENATE or its membership, to or by any members of the Executive Committee, the President shall appoint two (2) members of said committee to investigate the incident. This investigation and report, together with statements from the person(s) allegedly involved, shall be received at a meeting of the Executive Committee, at which the person(s) involved may be present. Upon completion of the hearing, the Executive Committee may dismiss the incident or by majority vote impose one or more of the following penalties. The penalties may order the person(s) to pay for damages, receive a letter of censure,

be suspended from membership for up to twelve (12) months or be expelled from the SENATE.

ARTICLE XVII. BYLAWS AND POLICIES COMMITTEE AND AMMENDMENTS

- A. **BYLAWS COMMITTEE:** The President may appoint a Bylaws and Policy Committee as needed or desired.
- B. **QUALIFICATION:** The Committee shall be comprised of the Legal Council as Chairman, the Chairman of the Board, one (1) past president and two (2) or more individual members at-large.
- C. **TERM OF OFFICE:** the Committee shall serve for one (1) fiscal year and meet as required.
- D. **DUTIES:** The Committee shall review, amend and recommend Bylaw and Policy changes for the SENATE.
- E. **AMENDMENTS TO BYLAWS:** These Bylaws may be amended, modified or repealed by a two-thirds (2/3) majority vote of those members present at regular or special meetings, with or without the recommendation of the Executive Committee. Any amendments are required to be sent to the Secretary of the SENATE in writing and published or emailed to the general membership thirty (30) days prior to the scheduled meeting at which the amendments will be set for discussion and vote.
- F. CHANGES AND ADOPTION OF WRITTEN POLICIES: Written policies for the implementation of the business of the SENATE including officer travel reimbursements, recurring expenses for Senate activities, hospitality operations, visits by US JCI Senate guests and other detailed policies are included in the Policy Manual. These policies shall be approved by the Executive Committee and are provided to members within fifteen (15) days of approval on the Senate website.
- G. **SUSPENSION OF THE BYLAWS:** Any provision or section of these Bylaws relating to the function, duties or responsibility of the

Executive Committee or a meeting of the Executive Committee, may be temporarily suspended by a three-fourths (3/4) vote of a quorum of the Executive Committee or a two-thirds (2/3) vote of the general membership.

ARTICLE XVIII. DISSOLUTION OF NC JCI SENATE, INC.

- A. **DISSOLUTION:** In the event of the dissolution of the SENATE, all assets remaining after the payment of all lawful debts of the corporation shall be distributed to a charitable educational foundation as recognized as such by the Internal Revenue Code.
- B. **EDUCATIONAL FOUNDATION:** One such foundation is the US JCI SENATE FOUNDATION, INC.

ARTICLE XIX. EFFECTIVE DATE OF BYLAWS

membership of the	-			if adopted ooro, North	-
Secretary					