

By- Laws
For
Vietnam Veterans of America
Chapter 310
Of Washtenaw County

Article I – Name

The name of the organization is Vietnam Veterans of America, Chapter 310 as stated in the Articles of Incorporation and is hereinafter referred to as the Chapter. The motto of the Chapter shall read: “NEVER AGAIN SHALL A VET COMING HOME FROM BATTLE BE MADE TO FEEL ALONE AND UNAPPRECIATED.”

Article II – Purpose

The purposes of the Chapter are those prescribed by the Articles of Incorporation and by the Constitution of the Vietnam Veterans of America Incorporated.

Article III – Members

The requirements for membership are the same as the requirements in the Vietnam Veterans of America Incorporated.

Article IV – Officers

Section 1 – Officers

The Executive Officers of the Chapter shall be a President, a Vice- President, a Treasurer and a Secretary.

Section 2 – Office Holding Limitations

- A. No member shall hold more than one elected office at a time.
- B. The elected positions of President, Vice-President, Treasurer and Secretary are for a term of one year.

Article V – Meetings

Section 1 – Regular Meetings

The regular meetings of the Chapter shall be held on the second Thursday of each month at 1900.

Section 2 – Quorum

Fifteen members of the Chapter shall constitute a quorum.

Section 3 – Annual Meeting

Annual meetings will be held during the month of April. The primary purpose of these meetings is the election of Chapter Officers for the coming year.

- A. Elections – Voting shall be by ballot.
- B. Quorum for Elections – Shall be at least 15 members.
- C. Voting Time – Ballots for elections will be available for four hours on the day of the Annual Meeting.

Article VI – Board of Directors

Section 1 – Board Composition

The officers and ten directors shall constitute the Board of Directors. Five of the directors shall be elected annually to serve a term of two years or until their successors are elected. In this way, the Board of Directors will maintain five members with two years and five members with one year remaining in their term of office.

Section 2 – Board's Duties and Powers

The duties and powers of the board shall be those prescribed by the Constitution of the Vietnam Veterans of America Incorporated.

Section 3 – Board Meetings

The regular meetings of the Board shall be on the second Thursday of each month at 1800. A quorum for the Board of Directors for a meeting shall be two-thirds of the whole number of the Board of Directors, or that number greater than two-thirds which is closest thereto when the number of the Directors is not divisible by three.

Article VII – Committees

Section 1 – Ex-Officio Member

The President of the Chapter shall be ex-officio a member of all committees except the Nomination Committee.

Section 2 – Nomination Committee

The Nominating Committee shall consist of three members who shall serve for a term of one year or until their successors are appointed. The Committee will be appointed by the Board of Directors.

Section 3 – Standing and Special Committees

The Chapter may establish standing committees such as Agent Orange, By Laws, Constitution, Food Pantry, Membership, Memorial, Minority Affairs, POW/MIA, Merchandizing, and VAMC. The Chapter may also establish additional special committees as are necessary or proper to the conduct of the business of the Chapter.

Article VIII – Parliamentary Authority

The rules contained in Robert’s Rules of Order Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order and standing rules the Chapter may adopt.

Article IX – Dissolution

Vietnam Veterans of American, Chapter 310 of Washtenaw County is by definition a “last man standing” organization. Upon the dissolution of the Vietnam Veterans of America, Chapter 310 of Washtenaw County, all assets remaining after paying or making provision for payment of all the liabilities of the Chapter, shall be distributed exclusively to any organization that operates as an exempt organization under Section 501(c19) or 501(c3) of the Internal Revenue Code of 1986, as the Board of Directors shall determine. Any assets not so disposed of shall be disposed of by the Circuit Court in which the principal office of the Chapter is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Article X – Financial Administration

Section 1 – Fiscal Year

The fiscal year shall be the same as stated in the Vietnam Veterans of America Incorporated, which is from the first day of March to the last day of February.

Section 2 – Budget

The Vietnam Veterans of America, Chapter 310 shall have an annual budget that coincides with the fiscal year commencing on the first day of March of each year.

Section 3 – Audit

An Audit Committee shall be formed for the purpose of auditing all funds and accounts controlled by the Treasurer of the Chapter (this includes merchandizing) annually. An audit report shall be presented to the membership at the Annual Meeting in April of each year, or upon the death or illness of the Treasurer.

Section 4 – Checks and Financial Accounts

Checks written for the Chapter require the signatures of two officers. There shall also be a minimum of at least a two-signature requirement for any financial accounts held by the Chapter.

Article XI – Amendments of Bylaws

These bylaws may be amended at any regular meeting of the Chapter by a two-thirds vote, provided that the amendment has been submitted in writing at the previous meeting.

Special Rules of Order

1. The order of business at a regular meeting shall be:
 - a. Call to Order
 - b. Opening Ceremonies – Pledge of Allegiance & Moment of Silence for POW-MIA's, their families and those serving in war zones overseas.
 - c. Introductions – WELCOME HOME!
 - d. Approve Minutes of prior meeting
 - e. Reports of Officers
 - i. President

- ii. Treasurer
 - iii. Friends of the Chapter Report
- f. Reports of Special Committees
 - g. Special Events
 - h. Unfinished Business
 - i. New Business
 - j. Good of the Chapter
 - k. Adjourn
2. The motion to “lay on the Table” shall not be permitted at any meeting of the Chapter
 3. No motion to accept the Treasurer’s report shall be permitted.

Standing Rules

1. The regular monthly meetings as prescribed in the bylaws shall be held at the VFW Post 423 located at 3230 South Wagner Road, Ann Arbor, Michigan.
2. The regular monthly meetings as prescribed by the bylaws shall start at 1900.
3. The regular monthly meetings as prescribed by the bylaws shall adjourn by 2030.
4. Alcohol and/or drugs will not be allowed on the premises during the meeting.
5. Smoking will not be allowed during the meeting.

Customs

1. The Chapter will maintain a food pantry. Any money received from the United Way shall go to the Food Pantry.
2. The Chapter will provide perpetual care for the Vietnam Veterans Memorial in Ypsilanti Township.
3. The Chapter President will appoint National Convention Delegates.
4. The Chapter will endorse NO candidate for public office.

5. Any member in good standing with the Chapter shall have his/her name inscribed on a paver brick at the Vietnam Memorial in Ypsilanti Township to be dedicated Memorial Day following their passing.

End Customs as amended July 12, 2012