

BYLAWS

Georgia Association of Family and Consumer Sciences

May 2003

(Accepted April 2003 General Business Meeting
Annual State Meeting)

ARTICLE I – NAME

The name of this organization shall be the Georgia Association of Family and Consumer Sciences, Inc. (GAFCS)

ARTICLE II – PURPOSES

The purposes of GAFCS shall be to further education and science in family and consumer sciences. Without in any way limiting the foregoing, but in expansion thereof, GAFCS shall improve and strengthen education in family & consumer sciences; establish and improve standards of service and scientific research in the public interest in family & consumer sciences; sponsor and otherwise support seminars, debates, symposia, conferences, and similar professional discussion in family & consumer sciences; state and disseminate policy for professional guidance at the national and international levels concerning the public interest in family & consumer sciences; study social, economic, and psychological changes having implications for family & consumer sciences profession and the public; encourage and promote a sufficiently full and fair exposition of the pertinent facts involving legislation affecting family & consumer sciences and the improvement of home and family life so as to permit an individual or the public to form an independent opinion or conclusion; and promote liaison and other cooperative professional activity with groups having related concerns in behalf of the public interest in family & consumer sciences.

ARTICLE III – AFFILIATION WITH AMERICAN ASSOCIATION OF FAMILY AND CONSUMER SCIENCES

- Section 1. GAFCS shall be an affiliate of the American Association of Family and Consumer Sciences (AAFCS).
- Section 2. GAFCS shall be represented in the AAFCS Senate by the President and the President-elect and any other delegates as specified in Article VII, Section 2 (a) (1) of the AAFCS By-laws.
- Section 3. The member ship of GAFCS shall be organized at the discretion of the Executive Board.

ARTICLE IV – OFFICES AND STAFF; ELECTIONS

- Section 1. The elected officers shall be active members of GAFCS and shall consist of the following:
- President,
 - President-Elect/Annual Meeting Chair,
 - Vice President-Program/Professional Development,
 - Vice President-Membership,
 - Vice President-Communications,
 - Vice President-Awards/Recognition,
 - Vice President-Resource Development,
 - Secretary,
 - Treasurer, and
 - Nominating Committee.

They shall be installed during the annual meeting for the year elected, and assume office June 1 to conform to AAFCS policy, with the exception of the Treasurer, who shall assume office on August 1.

- Section 2. The appointed officers shall consist of the following:
- Nominating Committee Chair,
 - Georgia Pre-Professional/Graduate Students Chair,
 - GP/GS State Advisor, and
 - Other officers as the Executive Board deems necessary.

Appointments shall be made by the President-elect for his/her term as President.

- Section 3. The Counselor/Parliamentarian shall be the immediate past president of GAFCS.

- Section 4. A President shall be elected to serve as President-elect for one year, as President the following year.
- Section 5. A President-elect/ Annual Meeting Chair, to be elected each year, shall have served on the Executive Board within the past five years.
- Section 6. The Vice Presidents for (1) Program/Professional Development and (2) Membership shall be elected each year
- Section 7. The Vice President for Resource Development shall be elected in odd years for a term of two years.
- Section 8. A Secretary shall be elected in odd years for a term of two years.
- Section 9. A treasurer shall be elected in even years for a term of two years.
- Section 10. The Nominating committee shall consist of seven active members. The Counselor/Parliamentarian shall serve as one of the seven. Three members shall be elected each year for a two-year term. The chair shall be named by the President-elect to serve during his/her term as President. Insofar as possible, committee members shall be representatives of various professional sections and sections of the state.
- Section 11. The need for a salaried Executive Assistant shall be reviewed and determined annually by the Executive Board and provided for as funds permit.
- Section 12. The Nominating committee shall prepare a ballot to be mailed in November of each year to current FAFCS members with the exception of organizational, pre-professional/graduate student and honorary members. Elections shall be by a majority of votes cast. A single slate shall be prepared for
- President-elect/Annual Meeting Chair,
Vice President-Program/Professional Development,
Vice President-Membership/Regions,
Vice President -Communications,
Vice President-Awards/Recognition,
Vice President-Resource Development,
Secretary, and
Treasurer,
- as specified in Sections 5-9. The ballot shall include a slate of six candidates for the Nominating Committee.
- Section 13. Term Limits: Officers shall serve no more than two consecutive terms for any one office.

Passed 3/29/08

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Proposed Bylaws Amendment:

Article IV, Section 1

Add: "Vice President-Public Policy"

Article IV, Section 8 (inserted before secretary)

Add: "The Vice President for Public Policy shall be elected in even years for a term of two years."

Article V, Section 8 (inserted before secretary)

Add: "VICE PRESIDENT FOR PUBLIC POLICY

- Serves two years as Vice President and as a member of the Executive Board.
- Monitors federal and state legislation which has a significant impact on matters of interest and importance to GAFCS members.
- Keeps membership informed on the status of such legislation.
- Encourages membership involvement in public policy.
- Serves as association contact for graduate assistant legislative aide(s) when funded by GAFCS.
- Coordinates member public policy related activities with the Executive Board.
- Explores methods to collaborate with other organizations with similar interests.
- Provides sources for advocacy material and contacts (representatives, candidates, senators, etc.) relative to issues important to profession so members can communicate and respond in timely manner and with ease.
- Builds and strengthens relationships with political leaders, policy makers and government personnel.

Rationale: AAFCS is recognized as the primary advocate for the FCS Body of Knowledge and for **proactively** influencing public policy. This should be carried out at a state level as well.

ARTICLE V-FUNCTIONS OF OFFICERS AND STAFF

Section 1: The President shall:

- serve as chair and preside over business meetings of the Executive Board and Assembly of Members;
- appoint members to fill un-expired terms or vacancies in both elected and appointed offices, with the exception of President-elect who shall be elected by the Executive Board;
- serve as acting treasurer as needed;
- serve as a member of the Finance Committee;
- officially represent GAFCS in the Senate and on the Affiliate Presidents' Unit of AAFCS and report on these meetings to the state Executive Board;
- serve as liaison officer with AAFCS. (Further functions shall be defined in the GAFCS Handbook.)

Section 2: The President-elect shall:

- serve as Chair of the Annual meeting Committee and as a member of the Finance Committee;
- appoint officers and an internal audit chair and committee for his/her term as president;
- Identify and additional delegates and alternates to represent GAFCS in AAFCS Senate;
- serve as a member of AAFCS Senate;
- attend the AAFCS leadership conference for Affiliate Presidents-elect;
- serve in the absence of the President;
- fill the un-expired term should there be a vacancy in the President's office. (Further functions shall be defined in the GAFCS Handbook.)

Section 3: Vice President-program/Professional Development shall:

- serve in the absence of the President and President-Elect.
- submit a plan of work to AAFCS
- present a Summary of the Year Report to the GAFCS Assembly of Members and AAFCS;
- serve as a member of the Annual Meeting Committee
- inform members about available professional improvement Opportunities, and AAFCS Certification;
- serve as a liaison with AAFCS in regard to professional development unit (PDU) applications and procedures;
- serve as liaison to AAFCS Divisions and Sections represented by GAFCS members;
- serve as coordinator of AAFCS Certification. (Further functions shall be defined in the GAFCS Handbook.)

- Section 4: The Vice President for Membership shall:
- be chair of the organized units of GAFCS;
 - maintain a current membership list;
 - coordinate membership incentives. (Further functions shall be defined in the GAFCS Handbook.)
- Section 5: The Vice President of Awards and Recognition shall:
- serve as chair of the Scholarship committee;
 - Disseminate information and take nominations for the AAFCS and GAFCS awards program;
 - Coordinate promotion, review and awarding of scholarships available;
 - coordinate the selection of the Teacher of the Year Award. (Further functions shall be defined in the GAFCS handbook.)
- Section 6: The Vice President for Resource Development shall be:
- responsible for the short and long term financial planning and developing the resources required for the activities of GAFCS. (Further functions shall be defined in the GAFCS handbook.)
- Section 7: The Secretary shall:
- record the minutes of all business meetings of the Executive Board and Assembly of Members;
 - conduct such correspondence as the governing bodies may direct. (Further functions shall be defined in the GAFCS handbook.)
- Section 8: The Treasurer shall:
- serve as custodian of all GAFCS money, bonds, notes, and other securities held for investment;
 - pay out money only upon receipt of vouchers approved by the President;
 - present the proposed annual budget and a written report of receipts and expenditures to the Executive Board and the Assembly of Members;
 - provide any materials to the Internal Audit committee as requested. (Further functions shall be defined in the GAFCS handbook.)
- Section 9: The Nominating Committee shall:
- function as provided for in Article IV, Section 10. (Further functions shall be defined in the GAFCS Handbook.)

- Section 10: The Counselor/Parliamentarian shall:
- assist in the transition of GAFCS activities from on Executive Board to another;
 - serve as the Parliamentarian and By-Laws-Handbook revision Chair;
 - maintain the Robert's Rules of Order, Newly Revised, the official copy of GAFCS by-laws and handbook, a copy of AAFCS by-laws;
 - revise the GAFCS by-laws and handbook as directed by the Executive Board. (Further functions shall be defined in the GAFCS handbook.)
- Section 11: The GPGS Advisor shall:
- serve as an advisor to the GPGS Organization and shall be appointed by the GAFCS president-elect upon recommendation of GP/GS officers and advisors. (Further functions shall be defined in the GP/GS Rules of Order.)
- Section 12: The Vice President Communications shall:
- monitor federal and state legislation and keep GAFCS membership informed about public policy which has significant impact upon family and consumer sciences;
 - develop public relations strategies, and shall chair the GAFCS newsletter committee
- Section 13: The functions of committee chairs shall be;
- defined in Article VIII. (Further functions shall be defined in the GAFCS Handbook.)
- Section 14: The Executive Assistant, if one is employed, as specified in Article IV, Section 11 shall:
- assist with administrative functions. (Further functions shall be defined in the GAFCS Handbook.)

ARTICLE VI- COMPOSITION OF GOVERNING BODIES:
FUNCTIONS

- Section 1: The executive committee shall consist of
- President
 - President-elect/Annual Meeting Chair
 - Vice President-Membership/Regions
 - Vice-President Communications
 - Vice-President Awards/Recognition
 - Vice-President –Resource Development
 - Secretary
 - Treasurer
 - GP/GS Chair
 - Counselor
 - Chair of the Nominating Committee
 - Executive Assistant if one is employed.

With the exception of the Executive Assistant, all participate as voting members.

- Section 2: Functions of the Executive Board shall be to:
- a) Act for the Assembly of Members between Assembly of Members and on call of the President
 - b) Manage the business of GAFCS and refer to the Assembly of Members such matters as it deems advisable and as required by the by-laws.
 - c) Receive reports including the budget from officers and to submit any recommendations to the Assembly of Members.
 - d) Provide for cooperation with other groups through appropriate means. Involvement shall include appointment of representatives for membership on joint committees. It shall receive report from these members and determine action.
 - e) Meet immediately before the annual meeting and at other times on call of the President.
 - f) Approve the dates and site for the GAFCS Annual Meeting four years in advance and have the power to cancel the annual meeting in the event of an emergency.
 - g) Require majority of the voting members of the Executive Board for a quorum. Electronic communications may be utilized.
 - h) Authorize and act upon the annual internal audit, prepared by the Internal Audit committee.

- Section 3: The Assembly of Members at the annual business meeting shall transact the business of GAFCS. Business shall be transacted by majority vote of the members present and voting, with the exception of organizational, pre-professional/graduate student and honorary members. (Further Functions shall be defined in the GAFCS Handbook.)

- Section 4: Functions of the Assembly of Members shall be to:
- a) Convene at the time of the annual business meeting of GAFCS.
 - b) Receive and act upon reports and recommendations of the officers of GAFCS.
 - c) Act upon and adopt an annual budget and program of work.
 - d) Transact other business as may properly come before the Assembly of Members.
 - e) Give guidance to the delegates to the AAFCS Senate.
- Section 5: The Membership requirements of GAFCS shall correspond to those of AAFCS.
- Section 6: Functions of the Membership shall be:
- a) Participate in regional, state, national, and international activities of the association.
 - b) Elect officers by mail or electronic ballot.
 - c) Support and contribute to the purposes of the association as specified in Article II.
 - d) Participate in the Assembly of Members at the annual business meeting.
- Section 7: Meetings of the Executive Board and other voting and meeting groups shall be permitted by electronic media.

ARTICLE VII: MEMBERSHIP, DUES, FEES AND PRIVILEGES

The membership dues, fees, and privileges of GAFCS shall correspond to Article VIII of AAFCS By-laws.

ARTICLE VIII-COMMITTEES AND COUNCILS

- Section 1: GAFCS shall have the following standing committees and any other standing and/or ad hoc committees deemed appropriate by the executive Board.
- a) A Finance Committee shall prepare and submit a proposed budget and a financial report to the Executive Board and Assembly of Members at the Annual Meeting. Members include the Treasurer (Chair), Vice President for Resource Development, President, and President-elect. When applicable, the Executive Assistant and Treasurer-Elect serve as ex-officio members
 - b) An Internal Audit Committee shall request materials from the Treasurer for preparation of an annual internal audit which shall be

submitted to the President and Vice President of Resource Development. Members include three members appointed by the President-elect to serve during the following year.

c) A Nominating Committee shall function as provided for in Article IV, Section 10.

d) A past Presidents' committee shall provide advice on a long range plan of action for fiscal and management procedures, review guidelines for initiating special projects, and promote the continuity of administrative functions of GAFCS. The committee shall include all past presidents who hold current membership in AAFCS/GAFCS. The Counselor will chair the committee. In the event the Counselor is unable to assume this responsibility, a chair will be elected by mail ballot by the committee membership. Ex-officio members of the committee will be the current President and President-elect.

e) A Public Relations and Communications Committee, chaired by the Vice President-Communications, shall coordinate efforts to expand and improve public knowledge, understanding, and appreciation of the family and consumer sciences profession. The VP communications will appoint members of the committee. A Newsletter Committee shall prepare and publish the official publications of GAFCS. Members include the Vice President of Communications (Chair), and other members appointed by the VP communications.

ARTICLE IX-MEETINGS

There shall be an annual meeting of GAFCS as designated in Article VI, Sections 2(b), 5 and 6. The meeting shall be open to all members.

ARTICLE X- GAFCS YEAR

The program year of GAFCS shall begin June 1 to conform to AAFCS policy. The fiscal Year of GAFCS shall begin to conform to AAFCS policy. The time for accepting membership dues for the current year shall conform to that of AAFCS.

ARTICLE XI-AMENDMENTS

Section1: GAFCS By-laws shall not conflict with policies set forth in AAFCS By-laws

Section 2: The By-laws may be amended by a vote of two-thirds of the Assembly of members present and voting at any business meeting providing that notice is given in due form at the preceding annual meeting or by mail to all members thirty days prior to the annual meeting at which a vote is to be taken.

Section 3: In the event of any emergency as determined by the Executive Board, the by-laws may be amended by mail by a majority of the votes cast.

ARTICLE XII-TAX EXEMPT STATUS

GAFCS is a non-stock, non-profit organization. GAFCS's tax-exempt status shall reflect that of AAFCS as established in Article XV of AAFCS By-laws.

ARTICLE XIII-DEFENSE AND INDEMNIFICATION

To the extent permitted by law, the Association shall defend and/or indemnify any person who was or is a party defendant or is threatened with being made a party defendant to any legal action, suit, or proceeding (other than an action, suit, or proceeding by or in the right of the Association) by reason of the fact that he/she is or was a director, officer, employee, or agent of the Association, or is or was so serving at the Association's request for another profit or not-for-profit corporation, against expenses actually and necessarily incurred by him/her in connection with the defense of such legal action, suit, or proceeding, except in relation to matters as to which he/she shall be adjudged in such legal action, suit, or proceeding to be liable for negligence or misconduct in the performance of his/her duty to the Association.

The termination of any legal action, suit, or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its equivalent, shall not of itself create a presumption that the person did not act in good faith or in a manner which he/she reasonably believed to be in the Association's best interests. To the extent that the court or body in or before which such legal action, suit, or proceeding was finally determined has not addressed the questions of negligence or misconduct in the performance of the person's duty to the Association, a determination that indemnification is proper shall be made by a majority vote of the Executive Board. In the event of settlement of a legal action, suit, or proceeding, indemnification shall be made up to the amount that would reasonably have been expended in the defense, as provided for by the Executive Board. Indemnification shall not be deemed exclusive of any other rights to which the Director, officer, employee, or agent may be entitled under any Bylaw agreement, vote of the Executive Board or members, or otherwise.

ARTICLE XIV-DISSOLUTION

In the event of dissolution or termination of GAFCS, the Executive Board shall, after paying all the liabilities of the Association, dispose of all the assets of the Association exclusively for the objectives of the Association in such manner or to such organization or organizations organized exclusively for charitable, educational, or scientific purposes and at the time qualify as an exempt organization or organizations under Section 501(c) (3) of the Internal Revenue Code of 1986 (or corresponding provisions of any future U. S. Internal Revenue law) as the Board shall determine. Any of such assts not so disposed of shall be disposed of by the court of proper jurisdiction exclusively for such purposes or to such organizations organized and operated exclusively for such purposes, or to such organizations organized and operated exclusively for such purposes, which the court shall determine.

ARTICLE XV-PARLIAMENTARY AUTHORITY

Except as otherwise provided in its by-laws and standing rules, GAFCS shall be governed in its proceedings by Robert's Rules of Order, Newly Revised.