

The Constitution and Bylaws of the Jonesboro Jaycees  
Jonesboro, Arkansas

**CONSTITUTION**

ARTICLE I

**Name, Address, and Affiliation**

**Section 1.** The name of the organization shall be the Jonesboro Jaycees.

**Section 2.** The principal office of the organization shall be in Jonesboro, Arkansas.

**Section 3.** This organization shall be and hereby is affiliated with the Arkansas Jaycees and the United States Junior Chamber of Commerce and the Junior Chamber International, and is subject to the constitution and by-laws of these organizations insofar as they affect and prescribe the functions of local Jaycees and are not in conflict with the Constitution.

ARTICLE II

**Purpose**

**Section 1.** The purpose of this organization shall be:

a) Civic service through the organized efforts of the young people of the community to promote welfare of the community and its citizens through active, constructive projects and;

b) To provide the young people constituting its membership training in leadership and to instill civic consciousness to better their usefulness as citizens.

**Section 2.** This organization shall not support a political party or sponsor or support any candidate for political office. It shall also be improper for the organization to support any project designed for the advantage of any political party. While the organization is always for civic betterment, it can best accomplish these goals by avoiding partisan politics.

ARTICLE III

**Membership**

**Section 1.** Membership in the organization shall be as classified, defined, and regulated in the By-Laws.

ARTICLE IV

**Government**

**Section 1.** The government of this organization shall be under the direction of the Board of Directors who shall be elected as provided in the By-Laws.

## ARTICLE V

### **Meetings**

**Section 1.** Business meetings shall be regulated as provided in the By-Laws.

## ARTICLE VI

### **Officers**

**Section 1.** The officers of the organization shall consist of a President, Individual Development Vice President, Management Development Vice President, Community Development Vice President, Membership Vice President, Secretary, Treasurer, and other such officers as may be deemed necessary and provided for in the By-Laws.

**Section 2.** The President, Vice Presidents, Secretary, Treasurer, Directors, and Fair Board Members shall be elected by the membership at-large.

**Section 3.** The method of election of the officers enumerated in Article VI, Section 2 shall be hereinafter provided for in the By-Laws.

**Section 4.** With the exception of Fair Board members, the term of all officers shall be for one (1) year or until their successors have been elected and installed, except for the original officers who shall serve from the date of the organization's establishment to the normal expiration of their terms.

**Section 5.** Fair Board members shall serve a term of three (3) years.

## ARTICLE VII

### **By-Laws**

**Section 1.** The organization shall from time to time make and adopt such By-Laws, rules and regulations as may be deemed needful and proper and not inconsistent with the Constitution.

## ARTICLE VIII

### **Amendments**

**Section 1.** This Constitution may be amended by a two-thirds vote of the members present at any regular or special meeting, provided that written notice of the proposed amendment has been mailed to the last known address of each member at least ten (10) days prior to the date of such meeting.

## **BY-LAWS**

## ARTICLE IX

### Membership

**Section 1.** Membership in the Jonesboro Jaycees shall be divided into two classes: *Active* and *Honorary*.

a) *Active*: Anyone of good character who is a resident of Jonesboro, Arkansas or the vicinity and between the ages of twenty-one (21) and forty (40) may be elected to active membership.

b) *Honorary*: Honorary membership may be conferred upon such persons as may be deemed worthy by a vote of a majority of the Board of Directors and of a majority of the active membership at any regular meeting or special meeting at which a quorum is present.

1) Members of the Jonesboro Jaycees' Hall of Honor shall be deemed Honorary Members by virtue of their induction as members of the Hall of Honor.

2) Honorary members shall neither vote nor hold office, but shall otherwise enjoy all of the privileges of active membership. Honorary Members shall not be required to pay dues.

**Section 2.** Any active member in good standing who becomes forty-one (41) years of age will remain a member in good standing for the duration of that fiscal year. However, any member serving as an officer, a member of the Board of Directors, or a Fair Board Member shall remain a member in good standing until the end of his or her term unless they reach the maximum age for membership in the organization. At which point the position will become vacant at the end of the current calendar year. The President, with the approval of the Board of Directors, shall appoint a replacement for any position vacated under this Section. The appointed members shall serve out the term of the person he or she was appointed to replace.

**Section 3.** Application for Membership.

a) All applications for membership must be in writing and must be accompanied by applicable fees for the first year of membership.

b) All applications for membership must be sponsored by a member in good standing and all such applications must be accepted by a majority vote of all of the Board of Directors.

## ARTICLE X

### Dues

**Section 1.** The annual dues of the Jonesboro Jaycees shall be set by the Board of Directors with the approval of a two-thirds vote of the members present at any regular or special meeting. Under no circumstances or conditions will any special assessments be levied on the members of the Jonesboro Jaycees.

**Section 2.** Membership dues shall be paid within thirty (30) days of the dues billing. Any member with dues in arrears shall automatically cease to be a member. Any member suspended from membership shall be reinstated upon payment of dues. All dues and fees of any member shall be paid annually in full as prescribed by the United States Junior Chamber.

**Section 3.** All dues and fees of any member shall be due and payable annually on the date of the dues billing.

## ARTICLE XI Government

**Section 1.** The Board of Directors shall have control and management of the property, finances, and Government of the organization.

**Section 2.** Composition of the Board of Directors.

a) The membership of the Board of Directors shall include The President, Vice Presidents, Secretary, and Treasurer by virtue of their office.

b) In addition to the *ex-officio* presiding officers, there shall be a minimum of six (6) additional directors on the Board. The number of said additional directors may be increased as deemed necessary by the existing Board of Directors.

c) The retiring President of the organization shall automatically become Chairman of the Board of Directors at the expiration of his or her term of office and shall serve a one-year term as Chairman of the Board.

d) The remaining membership of the Board of Directors shall be elected by the organization at large. Members of the Board of Directors shall occupy one- (1) and two- (2) year terms determined by a formula, which requires Directors to be divided equally. The results of this formula shall be announced by the Nominating Committee no later than five (5) days prior to elections. These members shall serve until their successors have been elected and installed.

**Section 3.** Each member of the Board of Directors shall have only one (1) vote. There shall be no votes by proxy and the President shall only vote to break a tie.

**Section 4.** Absence from two (2) consecutive regular Board meetings on the part of a member of the Board, without a valid excuse given to the President or Secretary and so regarded by the remaining members of the Board, shall be construed as a resignation on the part of such member.

**Section 5.** Vacancies in the Board of Directors or Fair Board shall be filled by action of the remaining members of the Board. The President shall nominate a replacement and the Board will accept or reject the nomination. The appointed officer shall serve for the duration of the individual whose position he or she was appointed to fill.

**Section 6.** A quorum of the Board of Directors shall consist of a majority of the number of members.

**Section 7.** A vote of the General Membership shall not override a vote of the Board of Directors. However, a General Membership vote in opposition to the Board of Directors' decision will be taken under advisement and shall cause reconsideration of the motion by the Board of Directors.

## ARTICLE XII Officers

**Section 1.** All officers' duties shall be such that ordinarily pertain to and are indicated by the titles of their office.

a) The President, as Chief Executive Officer of the organization, shall supervise the organization's affairs and activities and shall make an annual report thereon to the members.

1) The President shall be a representative on the Board of Directors of the Arkansas Jaycees.

2) The President, or their designee as approved by the organization's Board of Directors, shall also occupy Jaycee-held positions on the Board of Directors of the Greater Jonesboro Chamber of Commerce and the Craighead County Fair Association (a.k.a. NEA District Fair Board).

b) The Individual Development Vice President shall carry out the duties of his or her office as prescribed by the U.S. Junior Chamber of Commerce and as amended by the local organization.

c) The Community Development Vice President shall carry out the duties of his or her office as prescribed by the U.S. Junior Chamber of Commerce and as amended by the local organization.

d) The Management Development Vice President shall carry out the duties of his or her office as prescribed by the U.S. Junior Chamber of Commerce and as amended by the local organization.

1) In the absence of the President, or in the event the President is incapacitated or unable to complete his or her term of office, the Management Development Vice President shall preside at meetings of the membership and Board of Directors.

e) The Membership Vice President shall carry out the duties of his or her office as prescribed by the U.S. Junior Chamber of Commerce and as amended by the local organization.

f) The Secretary shall:

1) Keep a permanent record of the minutes of all Board of Directors meetings and General Membership meetings;

2) Be the custodian of all official records of the organization.

g) The Treasurer shall:

1) Carry out the duties of his or her office as prescribed by the U.S. Junior Chamber of Commerce and as amended by the local organization;

2) Prepare regular and annual reports of financial activity to the membership for audit.

3) Be bonded.

h) The Chairman of the Board, unless otherwise appointed by the Board of Directors, shall serve as State Director. This office shall be the U.S. Junior Chamber of Commerce and Arkansas Jaycees coordinator and be a representative on the Board of Directors of the Arkansas Jaycees.

**Section 2.** The outgoing President shall make a comprehensive and complete report of the activities of the organization during his or her term at the annual meeting.

**Section 3.** All officers shall continue to serve until their successors have been elected, qualified, and installed.

**Section 4.** The Board of Directors shall decide upon and appoint the standing committees deemed proper and necessary to fulfill the object and purpose of the organization.

**Section 5.** The President shall be, *ex-officio*, a member of all committees.

## ARTICLE XIII

### Meetings

**Section 1.** General Membership.

a) The regular meetings of the organization shall be held at such time and place as designated by the Board of Directors. Special meetings may be called by either the President or the Secretary upon the approval of a majority of the Board of Directors and due notice shall be given to all members.

**Section 2.** Board of Directors.

a) The Board of Directors will meet prior to the meeting of the organization or as otherwise provided by them by a majority vote. They may provide for special meetings by majority vote.

**Section 3.** Annual Meetings.

a) There shall be an annual meeting of the organization, on such a date as may be decided, for the purpose of installing new officers and directors and for the making of the annual report by the retiring President, and such other business as might properly come before it. Notice of the annual meeting shall be mailed to each member at last ten (10) days before the date of the meeting.

**Section 4.** Recognizing that simultaneous communication between members is necessary for efficient governance, meetings held via electronic mail or facsimile are disallowed.

**Section 5.** A quorum at all meetings shall consist of twenty-five (25%) of all members in good standing. A quorum at all special meetings shall consist of thirty-three and one-third percent (33 ⅓%) of all members in good standing.

**Section 6.** *Robert's Rules of Order* shall govern all meetings of the organization including its Board and Committees.

## ARTICLE XIV

### Nomination and Election of Officers

**Section 1.** The President, with the approval of the Board of Directors, shall appoint an Election Committee consisting of three (3) members in good standing. The Election Committee shall, at the following meeting, whether special or regular, accept nominations for candidates for general officers, Fair Board members, and Directors, from the membership to be voted on at a specified regular meeting or special meeting.

a) Members of the Election Committee are prohibited from running for office. To do so, they must resign from their position on the Committee.

**Section 2.** The Election Committee shall investigate to discover if the nominees to office are eligible under the terms of the Constitution and By-Laws and after confirming eligibility, certify the nominees as candidates for office.

**Section 3.** Any group of not less than five (5) members of the organization may, not less than five (5) days prior to the meeting set for the election of officers, file, in writing, with the Secretary, the name or names of any member or members in good standing whom they desire to nominate for office.

**Section 4.** Each member shall have one (1) vote and no proxies will be recognized. Absentee ballots may be cast at a time and place decided by the Election Committee.

**Section 5.** To be elected to an office, a candidate must receive a majority of the votes cast. In the event that no candidate receives a majority on the first ballot, there shall be a run-off and the candidate receiving a majority of votes in the run-off election shall be elected.

**Section 6.** Members of the Board of Directors serving a term of more than one (1) year must resign their position if they wish to seek another office on the Board of Directors before the end of their term. The vacancy on the Board then becomes an open seat at election.

**Section 7.** The election of Directors shall be decided by plurality vote. Vacancies are to be filled by candidates receiving the highest number of votes in an at-large election.

**Section 8.** Election shall be by secret ballot.

**Section 9.** Election shall be held between September 1 and November 30 and winners shall take office by January 1 of the next year.

**Section 10.** The ballots will be counted by the Election Committee and one (1) representative chosen by each presidential candidate. Ballots will be counted in the room in which the votes were cast. The ballots shall be preserved by the Election Committee Chairperson for inspection by the candidates until the swearing in of the officers.

**Section 11.** Any candidate may call for a recount and certification prior to the Annual Meeting.

**Section 12.** The installation of officers shall be at the Annual Meeting.

## ARTICLE XV

### Finances

**Section 1.** No financial obligation shall be incurred in the name or on behalf of the organization except by the expressed authority of the Board of Directors.

**Section 2.** The general funds of the organization shall be withdrawn from the bank or banks with which they are on deposit by the Treasurer and/or President subject to approval of the Board of Directors.

**Section 3.** Ways and Means committees will be required to submit a complete profit and loss statement to the Board of Directors. The statement shall include daily income and a summarized expense report.

## ARTICLE XVI

### Powers of Delegation

**Section 1.** Delegations or committees shall be appointed by the President, subject to the approval of the Board of Directors, to represent the organization at any convention, meeting, or assembly as may be

necessary. Such delegations or committees may exercise only those powers specifically vested in them by the Board of Directors.

## ARTICLE XVII

### **Amendments**

**Section 1.** These by-laws may be amended by a two-thirds (2/3) vote of the membership present at any regular or special meeting, after prior written notice of at least ten (10) days.

*Original Constitution and By-Laws adopted 1952.*

*Revised December 1998.*

*Revised October 2007.*