

BYLAWS
AMERICAN SOCIETY OF WOMEN ACCOUNTANTS
MESA EAST VALLEY CHAPTER NO. 147

ARTICLE I
NAME

The name of this organization shall be Mesa East Valley Arizona Chapter, Number 147, of the American Society of Women Accountants, hereinafter referred to as “the Chapter”.

ARTICLE II
OBJECT

The object of this Chapter shall be, in accordance with the policy and program of the American Society of Women Accountants, to advance the interest of women in all fields of accounting.

ARTICLE III
MEMBERSHIP

Section 1. Membership in this chapter shall be open to persons who are interested in some field of accounting. Application for membership and reclassification shall be approved by the national board of directors. Such approval shall be based on criteria for membership outlined in the bylaws.

Section 2. There shall be five classes of membership: regular, associate, affiliate, retired and honorary.

A. REGULAR

1. Qualifications:

- a. Actively engaged in accounting for two or more years, or
- b. Hold a valid CPA certificate, its equivalent, or other accounting or financial certifications with similar education or experience requirements as determined by the board of directors, or
- c. Hold a bachelor’s degree with a major in accounting or its equivalent.

2. Shall have full rights of membership.

B. ASSOCIATE

1. Qualifications:

- a. Regularly enrolled students in post-secondary educational institutions, majoring in accounting of a related field, or
- b. Actively engaged in accounting with less than two years experience.
- c. Limited to two years following attainment of qualifications for regular membership and a maximum of seven years.

2. Shall have full rights of membership.

C. AFFILIATE

1. Qualifications:

- a. Not actively engaged in accounting, and
- b. Have a substantial interest in accounting

2. Shall vote but may not hold elective office.

D. RETIRED

1. Qualifications:
 - a. Age sixty-five as of June 1 and a regular or associate member for the shorter of five consecutive years or the life of the chapter.
 - b. Retired from all gainful employment due to disability as of June 1.
 - c. Age fifty-five as of June 1 and retired from all gainful employment and a regular or associate member for the shorter of ten consecutive years or the life of the chapter.
2. Shall retain the rights previously held as regular or associate members.

E. HONORARY

1. Qualifications:
 - a. Outstanding women whose professional achievements exemplify the standards encouraged by the mission statement of the society, and
 - b. Approved by a two-thirds vote of the chapter.
2. Honorary members who were members upon election to honorary membership shall retain their former rights and privileges in the society.

ARTICLE IV

OFFICERS

Section 1. The officers of the Chapter shall be a president, president-elect, vice president, secretary, treasurer and assistant treasurer.

Section 2. Only regular members in good standing shall be eligible for office.

Section 3. Each officer shall serve for a term of one administrative year or until their successors are elected. The officers' term of office shall begin July 1.

Section 4. Vacancies:

- A. A vacancy in the office of president shall be filled by the president-elect, who shall succeed to the office of the president for the remainder of the unexpired term, and then serve the full term for which elected.
- B. A vacancy in the office of president-elect shall not be filled until the next regular election and the duties of that office shall be assumed by the president.
- C. If a vacancy occurs in the office of the president and president-elect, the secretary shall call a meeting of the Board of Directors for the purpose of electing from the eligible members of the Board of Directors, a President to fill the unexpired term of the President.
- D. A vacancy in the office of vice president, secretary, or treasurer shall be filled by appointment of the president with the approval of the Board of Directors. Such appointed officers shall serve until their successors are elected.

Section 5. The president, president-elect, vice president, secretary and the treasurer shall be eligible to serve no more than two consecutive terms in the same office. An officer having served two consecutive terms may serve again in the same office after the expiration of one year.

Section 6. The officers shall perform the duties as described by these bylaws, by the parliamentary authority adopted by the Chapter, and the "Chapter Procedure Manual".

ARTICLE V MEETINGS

Section 1. The Chapter shall hold at least ten regular monthly meetings each year at a time and place fixed by the Board of Directors.

Section 2. The regular meeting in June shall be known as the annual meeting and shall be for the purpose of receiving reports of officers and committees, and any other business that may arise.

Section 3. Special meetings may be called by the president or a majority of the Board of Directors.

Section 4. A quorum shall consist of 1/3 of the total membership of the Chapter.

Section 5. The president, or Board of Directors by a two-thirds vote, may cancel or postpone any meeting when it deems such action necessary due to the existence of a local or national emergency.

ARTICLE VI REPRESENTATION AND VOTING

Section 1. The Chapter shall be represented at meetings of the American Society of Women Accountants as provided for in the National Bylaws.

Section 2. Credential of delegates, alternative, proxies and proxy alternates shall be signed by the Chapter president or Chapter secretary.

Section 3. Delegates and alternatives to the National Annual Meeting and special meetings for the ensuing administrative year shall be elected by a majority vote of the members present at the regular June meeting or at any other regular or special meeting of the membership providing notice of such election is sent with the notice of meeting.

ARTICLE VII BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the officers of the Chapter, the immediate Past President and three elected Directors.

Section 2. Only regular members in good standing shall be eligible to serve on the Board of Directors.

Section 3. Vacancies

- A. If the immediate Past President is unable to serve on the Board of Directors, the most recent Past President who consents to serve shall fill this vacancy.
- B. Other vacancies on the Board of Directors not previously provided for shall be filled by appointments of the President with the approval of the Board of Directors. Such directors shall serve until their successors are elected.

Section 4. Each member of the Board of Directors shall serve as chairman of such standing committees as may be assigned by the President and approved by the Board of Directors.

Section 5. Meetings

- A. The Board of Directors shall hold regular monthly meetings.
- B. Special meetings may be called at any time by the President or at the request of a majority of the Board of Directors.
- C. A majority of the Board of Directors shall constitute a quorum.

Section 6. The directors shall serve no more than two consecutive elected terms. A director having served two consecutive terms may serve again as a director after the expiration of one year.

Section 7. The Board of Directors shall perform the duties as described by these bylaws, by the parliamentary authority adopted by the Chapter, and by the "Chapter Procedure Manual" as approved by the National Board of Directors.

ARTICLE VIII COMMITTEES

Section 1. The executive Committee shall be composed of the officers of the Chapter.

Section 2. Standing committees shall be: Membership Committee, Programs Committee and Newsletter Committee.

Section 3. Special committees may be appointed by the President whenever deemed necessary for the welfare and/or development of the Chapter.

Section 4. The President of the Chapter shall be an ex-officio member of all committees except the Nominating Committee.

Section 5. These committees shall perform the duties as prescribed in these bylaws and in the "Chapter Procedure Manual" and those assigned by the Chapter President.

ARTICLE IX NOMINATIONS AND ELECTIONS

Section 1. The nominating committee shall consist of three members, the president-elect, the past president, and one regular member elected by the membership no later than the eighth or ninth month of each year.

Section 2. The Chairman of this committee shall be the president-elect.

Section 3. A vacancy on this committee shall be filled by the Board of Directors.

Section 4. This committee shall report their nominations for officers and Directors to the membership no later than the regular March meeting of the Chapter. Additional nominees may be made from the floor, provided that consent of the member has been obtained.

Section 5. Annual election of officers and directors shall be held no later than the regular May meeting of the Chapter.

Section 6. The officers and directors shall be elected by ballot. If there is only one candidate for each office and director, the president shall declare the slate elected.

Section 7. Newly elected officers and directors shall take office at the beginning of the administrative year.

ARTICLE X ADMINISTRATION

Section 1. The administration of the affairs of the Chapter shall be vested in the Board of Directors who shall be responsible for carrying out the directives of the membership or any duties prescribed in these bylaws.

Section 2. The Executive committee shall carry out the instructions of the Board of directors and conduct the affairs of the Chapter between meetings of the Board of Directors.

Section 3. The fiscal and administrative year of the Chapter shall be July 1 through June 30.

Section 4. The records of the treasurer shall be audited or reviewed for each fiscal year by an auditor appointed by the president.

ARTICLE XI DUES

Section 1. Dues for all classes of membership are based on the membership status as of June 30. Annual dues of regular members shall be \$32.00 per year, for associate members shall be \$16, and for affiliate members \$32 plus the amount of membership dues payable to the national organization. Dues for the retired members shall be \$32 per year plus the amount of membership dues payable to the national organization.

Section 2. Dues shall be payable in advance on or before July 1 or the member's anniversary renewal date each year. Dues shall become delinquent based on the policy stated by the national board of directors.

ARTICLE XII DISSOLUTION

Section 1. This chapter can be dissolved by a two-thirds vote of the members present and voting at a membership meeting, and a majority vote of the Board of Directors at a board meeting. Notice of such vote must be submitted to each Chapter member in writing at least thirty days in advance.

Section 2. Within thirty days from the date this chapter is declared inactive by its Board of Directors, it shall surrender its charter and all books and records to the National Headquarters office.

Section 3. In the event of dissolution of this Chapter, the remaining Chapter funds will go to a non-profit organization that qualifies as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code as follows: (1) The Educational Foundation for Women in Accounting, if it is in existence, or (2) a non-profit organization working for the benefit of the accounting profession to be chosen by the Trustee of the dissolution.

ARTICLE XIII
PARLIAMENTARY AUTHORITY

The rules contained in the current edition of “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 the Chapter may adopt.

ARTICLE XIV
AMENDMENTS

Section 1. These Bylaws may be amended at any regular meeting of the Chapter, by a two-thirds vote, provided the amendment has been submitted to each Chapter member in writing at least thirty days in advance.

Section 2. All amendments adopted by this Chapter shall be submitted to the National Bylaws Chairman for approval before becoming effective.

Section 3. When amendments to the National Bylaws shall have an effect on this Chapter’s bylaws, such amendments shall become automatically effective for this Chapter. Notice in writing shall be sent to the membership.

ARTICLE XV
INDEMNIFICATION

The Chapter shall indemnify any member of the Board of Directors, and committee or any appointed member for financial losses resulting from the exercise of judgment in good faith in the performance of assigned duties.

