

GREATER OKLAHOMA CITY CHAPTER
UNITED NATIONS ASSOCIATION OF THE UNITED STATES OF AMERICA
(UNA-USA/OKC)

Chapter By-Laws: Revised 10/26/01

ARTICLE I

Name:

United Nations Association of Greater Oklahoma City. This chapter shall be an affiliate of the United Nations Association of the United States of America.

ARTICLE II

Purpose:

The purpose of this chapter shall be:

- a. To support United States membership in the United Nations;
- b. To support those policies of the UNA-USA which further the cause of world peace;
- c. To coordinate programs with the UNA-USA and the UNA of Tulsa, Oklahoma in order to disseminate information about the UN;
- d. To build public opinion in support of the UN within the greater Oklahoma City area.

ARTICLE III

Membership:

- a. Membership shall be open to all United States citizens living in the greater Oklahoma City area.
- b. Classes of membership shall be:
Individual
Family
Sponsor
Patron
Corporate

ARTICLE IV

Meetings:

- a. There shall be a minimum of two general membership meetings each year, one of which shall be the annual meeting to be held within the first half of the calendar year, the date to be set by the Board of Directors. A primary purpose of the annual meeting will be to fill the expired vacancies and to consider additional positions on the Board.

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- b. A quorum for the annual meeting shall be at least 25 members or one-fourth of the total membership (whichever is smaller) present for the transaction of any business. Only members in good standing may vote at the annual meeting.
- c. A second general membership meeting will be held within the second half of the calendar year, the date to be set by the Board of Directors. A primary purpose of this meeting will be to elect three members-at-large to the Nominating Committee.

ARTICLE V

Board of Directors:

- a. It shall be the responsibility of the Board of Directors to conduct the affairs of the chapter between annual meetings.
- b. The Board shall consist of not more than 30 members of which not more than 1/5 may be composed of organization representatives which support the United Nations.
- c. Selection of community organizations shall be chosen by sending a letter to all compatible organizations and requesting a return letter of interest for representation on the Board. When received, the names of these organizations shall be placed in lottery and then placed on the Board on a rotation basis. The initial organizations chosen will be sent a notice of selection and asked to appoint a representative from their membership to sit on the Board of Directors.
- d. Three years shall be considered a term of office with one-third retiring annually. Members may not serve more than three consecutive terms, unless elected to fill an unexpired term of 18 months or less. Those serving on the Board at the time the revision of these By-Laws are adopted shall draw lots to determine the term they shall serve.
- e. When a vacancy occurs between annual meetings it shall be filled by the Board for the unexpired term.
- f. Three (3) consecutive absences from a board meeting without valid reasons, and the President so notified, may be deemed a resignation.
- g. The Board shall meet a minimum of once each quarter at the call of the President.
- h. A quorum of the Board of Directors shall be one-third of the Board membership.

ARTICLE VI

Officers:

- a. Officers shall be: President, First Vice President for programs, Second Vice-President for membership, Secretary, and Treasurer. Other officers as needed may be appointed by the President.

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- b. A term of office shall be for two years with the privilege of re-election for one additional term.
- c. Members of the Board of Directors shall elect the officers from their own number at the Board meeting called by the retiring President within 15 days after the election of the Board by the membership at the annual meeting.
- d. The duties of the officers shall be as follows:
 - 1. The President shall preside at the meetings, shall coordinate the various activities of the chapter, and perform other duties as assigned by the Board of Directors.
 - 2. The 1st Vice President for Programs shall be chairman of the Program Committee. The membership shall be selected by the chairman in consultation with the President. The Committee membership may be made up of both Board members and the membership-at-large.
 - 3. The 2nd Vice-President for membership shall be chairman of the Membership Committee. The membership shall be selected by the chairman in consultation with the President. The committee membership may be made up of both Board members and the membership-at-large.
 - 4. The Secretary shall keep the record of all meetings of the association and assist the President as requested.
 - 5. The Treasurer shall receive all monies for deposit, make disbursements as directed by the Board. He shall report at Board meetings and submit a full report to the membership at the annual meeting. He shall be chairman of the Finance Committee.

ARTICLE VII

Nominating Committee:

- a. A Nominating Committee of five members shall be elected as follows: three members from the membership-at-large (and not from the Board) shall be elected by the members at a general membership meeting of the chapter to be held in the second half of the year; two members shall be appointed to the Committee by the Board of Directors from their own body.
- b. It shall be the duty of the Nominating Committee to report a slate of Board members to fill terms expiring each year and to create new Board positions as appropriate. The report of the Committee shall be included in the written notice of the annual meeting sent to each member.

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ARTICLE VIII

Other Committees:

In addition to the Nominating Committee, the Program Committee, Membership Committee, and Finance Committee, all other committees shall be formed by designation of the Board of Directors to perform specific duties – with membership selected from the Board of Directors and general membership.

ARTICLE IX

Finance:

- a. The fiscal year shall begin the first of April.
- b. The finance committee shall be responsible for preparing a proposed budget to be presented to the Board for approval within the first quarter of the fiscal year.
- c. The dues for the several classes of membership as listed under Article III shall be determined by the Board on an annual basis. All contributions which exceed the amount set for National membership dues shall be considered a gift to the chapter.

ARTICLE X

Amendment Provisions:

The By-Laws may be amended by a two-thirds vote of those present and voting at a membership meeting following approval by the Board of Directors – provided a copy has been sent with the meeting notice to all members. This vote may be taken by a mail ballot.

ARTICLE XI

Parliamentary Authority:

The rules contained in “Robert’s Rules of Order Revised” shall govern this chapter in all cases to which they are applicable and in which they are not inconsistent with the By-Laws.