

VIETNAM VETERANS OF AMERICA, INC.

CHAPTER 1

BYLAWS

ARTICLE I — NAME

The name of the organization is Chapter 1, Vietnam Veterans of America, as prescribed by the Articles of Incorporation, and is hereinafter referred to as the Chapter.

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 Inc.

ARTICLE III — MEMBERS

1. The requirements for membership in the chapter are the same as the requirements for the Vietnam Veterans of America Inc.

2. Any member in good standing with the National organization may become a member of Chapter #1 by writing to the Chapter and requesting to become a member of the Chapter.

ARTICLE IV — OFFICERS

1. The officers of the chapter shall be a president, a vice president, a treasurer and a secretary (or a secretary-treasurer).

2. No officer shall hold more than one elected office at a time. Officers will be elected to serve one year or until their successors are elected.

ARTICLE V — BOARD OF DIRECTORS

1. The Board of Directors shall consist of 9 members in good standing with the National organization, inclusive of the officers. Members will be elected to serve one year or until their successors are elected.

2. The board's duties and powers will be those prescribed by the Constitution of Vietnam Veterans of America Inc.

3. The Board of Directors will be responsible for the timely presentation of awards. Criteria of each award cannot be changed without the approval of the Board of Directors.

ARTICLE VI — RECORDS

All records over 1 year old shall be maintained in one or more locations to be designated by the board of directors. All records less than 1 year old shall be maintained with the respective officer.

ARTICLE VII — MEETINGS

1. The next meeting shall be determined by those attending the current meeting.

2. Three members of the Chapter shall constitute a quorum.

3. The next scheduled meeting shall be announced at every meeting, stating the time, date and location of the meeting, or by notice to all Chapter members at least 10 days prior to the meeting.

4. Drinking of alcoholic beverages at meetings of the chapter is prohibited. No person who, in the opinion of the presiding officer, is judged to be intoxicated may participate in a chapter meeting.

ARTICLE VIII — ANNUAL MEETING

1. The annual meeting, to elect officers, the Board of Directors, State Council representatives (in even-numbered years for a 2-year term), and a Nominating Committee and for the transaction of any other business that may be desired by the membership, shall be held in April of every year, as required by the VVA national constitution, the exact date to be set by the Board of Directors.

2. The annual meeting shall be controlled by a moderator who is appointed by the Board of Directors prior to the annual meeting. The moderator shall assume all the duties and responsibilities of the President for that meeting. At the end of the annual meeting, the moderator shall turn the meeting over to the newly elected president, at which time he or she will close the meeting.

ARTICLE IX — COMMITTEES

1. The Nominating Committee shall consist of three members, elected by the membership at the annual meeting, who shall serve for a term of one year or until their successors are elected.

2. The president shall be an ex-officio member of all committees except the Nominating Committee.

3. As specified by the National VVA Constitution, all committee members except the Nominating and Executive Committees shall be appointed by the president.

4. The Board of Directors may appoint an Executive Committee, as outlined in the National Constitution.

ARTICLE X — GRIEVANCES

1. Grievances against the Chapter must be put in writing and mailed to the Board of Directors. The Board of Directors shall review the grievance and respond within 30 days. If the grievance is not resolved to the individual's satisfaction, he/she may request to bring the grievance to the floor of the next monthly meeting. The vote of the members at the meeting is final.

2. If there is conflict between this article and the national VVA Code of Disciplinary Policy & Procedures, the latter will prevail.

ARTICLE XI — EXPENDITURES

1. Monetary requests from individuals or groups for humanitarian or other worthwhile purposes should be submitted in writing and will be considered and acted on by the membership at a regular meeting. However, an

emergency fund of \$150 will be available for dispersal by the president with the approval of one other officer. Such dispersal will be reported to the membership at the next regular meeting.

2. The president, or vice president in the absence of the president, may authorize expenditures up to a total of \$2,000 between meetings with approval of a majority of officers and board members. A description of the expenditure or expenditures will be presented at the next meeting and entered into the minutes of the meeting.

ARTICLE XII — GENERAL PROVISION

If provisions of the Chapter 1 Bylaws do not provide clear guidance, reference should be made to the national VVA Constitution.

ARTICLE XIII — AMENDMENT OF BYLAWS 1.

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

Amended 3/10/2000

Amended 4/12/2011

Amended 4/10/2013

Amended 4/10/2024

VVA Chapter # 1 Bylaws

Adopted 4/10/2024