

**NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES  
ASSOCIATION  
Chapter 182  
Las Cruces, New Mexico  
Bylaws**

**ARTICLE I. NAME**

This Chapter shall be known as the Las Cruces Chapter 182 of the National Active and Retired Federal Employees Association (NARFE), Las Cruces, New Mexico. The Chapter shall be affiliated with the New Mexico State Federation, subject to the Constitution and Bylaws of that body.

**ARTICLE II. OBJECTIVE**

**Section 1.** The objectives of this Chapter shall be to support and work toward the objectives of NARFE, as set forth in the National Bylaws. In furtherance of these objectives, this Chapter shall operate in unity with policies established by the Association's national conferences and National Executive Board, together with such other activities looking towards the preservation of American institutions and ideals as shall be espoused by the Association.

**Section 2.** The Chapter shall not enter into activities, arrangements, or agreements that conflict with programs or activities of the Association or its Bylaws.

**ARTICLE III. MEMBERS**

**Section 1.** Any person who is a dues-paying member of NARFE National shall be eligible to join the Chapter. A member who pays National and Chapter dues is in good standing.

**Section 2.** All Chapter members, including those Chapter members residing out-of-state, shall be voting members.

**Section 3.** The Chapter may provide for nonvoting members as allowed in the National Bylaws defining associate and social members.

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**ARTICLE IV. DUES**

**Section 1.** The annual Chapter dues are \$10 and shall be used to meet expenses of Chapter business and functions. Any changes to Chapter dues will be by vote of Chapter membership.

**Section 2.** New Mexico Federation dues are to be mailed by January 31<sup>st</sup> of each year or as required by the Federation. Such dues are based on the Chapter membership as of December 31<sup>st</sup> of the previous year or at the time specified by the Federation.

**Section 3.** Any Chapter document relating to dues or contributions must contain this statement: “Dues payments and gifts or contributions to NARFE are not deductible as charitable contributions for federal income tax purposes.”

**ARTICLE V. OFFICERS AND EXECUTIVE BOARD**

**Section 1.** Chapter officers may be President, First Vice President (Legislation), Second Vice President (Membership), Secretary and Treasurer. The officers shall be voting members and shall be elected and subsequently announced at the biennial March meeting for a two-year term; installation of officers to be held in April. The officers shall assume their duties at the May meeting, and fulfill their standard duties, which are detailed in the *Chapter & Federation Officers Manual, F-10* and in the Standing Rules.

**Section 2.** If there is a vacancy in the office of the president, the first vice president shall serve as president until the next election. If there is a vacancy in any other office, the Executive Board shall fill such vacancy for the unexpired term.

**Section 3.** A vacancy may be declared in any elected office for failure to perform duties and responsibilities of the office. Such declaration shall be made only by a two-thirds vote of the Executive Board, but only after the

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Secretary has notified said officer by certified, return receipt mail of the Board's decision and that officer has been given, with thirty (30) days after receipt of notice, reasonable opportunity to show cause why such action should not be taken.

**Section 4.** The Executive Board shall consist of the elected Chapter officers, the Immediate Past Chapter President, the Committee Chairs, and two Executive Board Members at Large (whose terms shall be limited to two (2) two-year terms in office) appointed by the aforementioned members selected from the general membership. The Executive Board shall exercise such other duties as the Chapter may prescribe. Meetings of the Executive Board shall be held between regular meetings as called by the President. Quorum for an Executive Board meeting shall consist of no less than one officer and four (4) voting Board members.

## **ARTICLE VI. COMMITTEES**

**Section 1.** There may be a Legislative Committee appointed by the First Vice President.

**Section 2.** There may be a Membership Committee appointed by the Second Vice President. All Chapter members are ex-officio members of the committee.

**Section 3.** The President may appoint the following Standing Committee Chairs (voting): Service, Public Relations, Sunshine, Member Communications, Ways and Means, Program, Alzheimer's, Newsletter, and Member Records.

**Section 4.** The President may appoint the following Special Committee Chairs (voting): Parliamentarian, Nominating, Audit, Budget, Historian, Logistics-Electronics, Logistics-Room Control, NARFE-PAC (Political Action Committee), FEEA (Federal Employee Education and Assistance), Webmaster and Ballot and Teller. Appointments to be made by end of May

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following biennial elections. Duties and responsibilities are covered in the Standing Rules.

**Section 5.** The President shall be an ex-officio member of all committees except the Nominating and Audit Committees.

**ARTICLE VII. MEETINGS**

**Section 1.** Regular Chapter meetings shall normally be held on the second Saturday of each month from September through May. From June through August, no regular meetings shall be held. The officers and committees will function as deemed necessary. The regular meeting in March shall be the annual meeting. Quorum for the Chapter meetings shall consist of one officer and 5% of total Chapter membership in good standing.

**Section 2.** The Executive Board will meet the Wednesday prior to the regular Chapter meeting. Quorum for the Executive Board meetings shall consist of one officer and four voting Board members in good standing.

**Section 3.** Special Executive Board meetings shall be called by the President when deemed necessary. Advance notice of special meetings shall be given to every Board member.

**ARTICLE VIII. PARLIAMENTARY AUTHORITY**

The provisions found in *Robert's Rules of Order Newly Revised* shall govern Chapter business in all matters not in conflict with the Chapter Bylaws or the Association's Articles of Incorporation and National Bylaws.

**ARTICLE IX. AMENDMENTS**

**Section 1.** An amendment to these Bylaws shall be made by concurrence of two-thirds of the voting members, provided written notice of the proposed

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amendment has been transmitted to all Chapter voting members not less than 30 days before the voting deadline.

**Section 2.** Amendments shall be approved at National Headquarters before becoming effective.

\_\_\_\_\_/s/\_\_\_\_\_  
Sharon Reese, Chapter President

8 November 2017

Date

\_\_\_\_\_/s/\_\_\_\_\_  
Marlene Mayfield, Chapter Secretary

8 November 2017

Date

APPROVED at National Headquarters

\_\_\_\_\_/s/\_\_\_\_\_  
Jon Dowie, National Secretary/Treasurer

2 May 2018

Date