

**NATIONAL ACTIVE & RETIRED FEDERAL EMPLOYEES  
ASSOCIATION  
NEW MEXICO STATE FEDERATION  
BYLAWS**

Date: \_\_\_\_\_

**Amended Last: 19 March 2014**

**ARTICLE I  
Name**

The name of this organization shall be the New Mexico Federation of the National Active and Retired Federal Employees Association (NARFE).

**ARTICLE II  
Objectives**

The objectives of this organization shall be: to support the objectives of the National Active and Retired Federal Employees Association as set forth in its Articles of Incorporation, to organize an effective political communication process, provide resources for personnel related questions of members in New Mexico, and to promote growth of NARFE.

**ARTICLE III  
Members**

**Section 1.**

All chapter members and members of the National Active and Retired Federal Employees Association in New Mexico (as well as those chapter members residing out-of-State) shall be voting members.

**Section 2.**

Chapters that wish to be affiliated members of the Federation will pay dues.

**Section 3.**

Any chapter dropped for failure to pay its dues shall be re-admitted upon payment of current year's dues and approval by a two-thirds vote of the members.

## **ARTICLE IV Officers**

### **Section 1.**

The officers of the Federation shall be a President, an Executive Vice President, Vice President, Secretary, a Treasurer and District Vice-Presidents (NE, NW, SE, SW and National/Statewide) from each of the Districts of the State of New Mexico. These officers shall perform the duties prescribed by these Bylaws and Standing Rules, and the parliamentary authority adopted by the Federation.

### **Section 2.**

The President, Executive Vice President, Vice President, Secretary, and Treasurer shall be elected by ballot (electronic and/or paper), results to be announced at the Biennial Convention/Conference held in odd-numbered years, to serve a term of two years and shall serve until their successors are installed. A President may not serve more than two consecutive terms. Perform duties as stated in the Standing Rules.

Each District Vice President shall be elected (to be announced at the Biennial Convention/Conference held in odd-numbered years), for a two-year term. Election and duties as stated in Standing Rules.

## **ARTICLE V Meetings**

### **Section 1.**

The Federation shall hold a Biennial Convention/Conference (held in odd-numbered years), and a Federation Biennial Meeting/Workshop (held in even-numbered years).

### **Section 2.**

In all votes (via electronics and/or paper ballot) including all elections, each member shall vote secretly and independently.

### **Section 3.**

Two percent of total Federation membership (including National Only Members residing in New Mexico) shall constitute a quorum at a Biennial Convention/Conference (held in odd-numbered years).

## **ARTICLE VI Executive Board**

### **Section 1.**

The elected officers of the Federation and the immediate past President shall constitute the Executive Board. Provided, however, that the immediate past President shall serve only during the first year following his/her term as President.

### **Section 2.**

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 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 3.**

The Executive Board shall have authority to recommend to the NARFE National Secretary/Treasurer the withdrawal of the charter of any New Mexico chapter for cause, on 30 days notice to the chapter; but the chapter shall be given reasonable opportunity to show why such charter should not be withdrawn.

## **ARTICLE VII Standing Committees**

### **Section 1.**

There shall be a Membership Committee consisting of the Executive Vice President as chair and the District Vice Presidents as members. All members shall serve until the end of their term. The purpose of the Membership Committee shall be to encourage eligible annuitants and employees of the federal civilian service to become members of the National Active and Retired Federal Employees Association and their local chapter, and to retain membership therein.

### **Section 2.**

There shall be a Legislative Committee consisting of the Vice President, as chair and serves as National Legislative Officer and State Legislative Officer. Members shall consist of the Senatorial Leaders (SLs) and Congressional District Leaders (CDLs). All members shall serve until the end of their term. The purpose of the Legislative Committee shall be to promote relationships with all New Mexico legislators and increase participation in legislative advocacy by all Chapters by encouraging members to become active in telephone calls, letter writing, and immediate responses to NARFE legislative alerts.

### **Section 3.**

There shall be a Bylaws/Standing Rules/Resolutions Committee composed of an appointed chair and one member from each district, nominated by the respective District Vice Presidents, and approved by the Executive Board. The President shall appoint the chairperson.

### **Section 4.**

An Audit Committee shall be composed of the chair and one member from each District, nominated by the respective District Vice President and approved by the Executive Board. The President shall appoint the chairperson. The Committee shall conduct an audit of the receipts, disbursements, assets and liabilities, including a balance sheet and a list of investments, and prepare a report to be given at both annual meetings and published on the Federation web site. The

President shall publish the report in the first issue of the Federation newsletter after a meeting. Members shall serve until the completion of the audit.

**ARTICLE VIII  
Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Federation in all cases to which they are applicable and in which they are not inconsistent with these or National's bylaws and any special rules of order the Federation may adopt.

**ARTICLE IX  
Amendment of Bylaws/Standing Rules**

Proposed amendments to these Bylaws and Standing Rules and to National Bylaws may be initiated by a member, chapter, the Federation Executive Board, or the Bylaws/Standing Rules/Resolutions and submitted to the Federation Secretary and Chairperson.

\_\_\_\_\_  
Federation Secretary

\_\_\_\_\_  
Date

APPROVED at National Headquarters

\_\_\_\_\_  
National Secretary/Treasurer

\_\_\_\_\_  
Date

**NATIONAL ACTIVE & RETIRED FEDERAL EMPLOYEES  
ASSOCIATION  
NEW MEXICO STATE FEDERATION**

**STANDING RULES**

**Rule 1  
Membership and Dues**

Section 1. Membership Classes and Categories:

- A. Membership consists of all Chapters within the New Mexico Federation area who meet the following conditions:
  - 1. Have been granted a charter by the National Active and Retired Federal Employees Association.
  - 2. Have paid by January 31<sup>st</sup> the annual per capita assessment of one dollar and seventy-five cents (\$1.75).
- B. National-Only Members in good standing.
- C. A member may be recognized as a Distinguished Member upon request and certification by the chapter that the criteria have been met. In addition, any Honorary Member may request recognition as a Distinguished Member upon written request.

Section 2. Membership Recruitment:

- A. Each member retains the right to belong to any chapter or National-Only membership.
- B. For new members, 10% of the new member fee will be retained by the Federation; there will be no distribution to the chapters, except for those new members who join a chapter at the same time they join NARFE, one-third (1/3) of the membership fee shall be returned to the chapter in lieu of the first year's chapter dues. Subsequent billings for members not joining a chapter shall be for NARFE national dues only. Subsequent billings for those who join a chapter as they join NARFE shall be for a combination of the national dues and the dues of the appropriate chapter.

Section 3. Dues

The annual dues for chapter membership in the Federation shall be an amount approved by the Federation (\$1.75) for each chapter member who, as of December 31, has paid National and chapter dues including Honorary members

whose chapter dues have not been waived by the chapter. Each chapter treasurer shall remit to the Federation Treasurer the total chapter dues owed the Federation prior to the last day of February of the next year. Dues payments and gifts or contributions to NARFE, a chapter, or the Federation are not deductible as charitable contributions for income tax purposes.

## **Rule II Officers and their Duties**

### Federation President:

- A. The Federation President shall preside at Federation Biennial Conventions/Conferences (held in odd-numbered years) and at Executive Board Meeting, and provides a report at all Federation Biennial Meetings/Workshops (held in even-numbered years).
- B. Approve all vouchers, bills and warrants, and authorize the payment thereof, in writing, subject to such restrictions as may be set by either the Federation or the Executive Board. The President is authorized to sign for the Treasurer all checks drawn on the Treasury of the Federation.
- C. Appoint all committees and is an ex-officio member, except Audit, Membership, Legislation and Bylaws/Standing Rules/Resolutions Committee.
- D. Appoint a Chaplain, a Parliamentarian, and a Sergeant-at-Arms prior to the Federation Biennial Convention/Conference (held in odd-numbered years). The President is authorized to appoint assistant secretaries, as needed, to handle day-to-day correspondence or short deadline items. These assignments do not convey the right to serve on the Executive Board.
- E. Prepare a proposed budget with assistance of the Treasurer, for submission at the first scheduled meeting of the Executive Board, for consideration and approval. Additional assistance may be solicited from others present and immediate past officers, as desired.
- F. Brief the Executive Vice President on activities, plans in progress, and other current information, thus permitting the Executive Vice President to assume responsibilities with knowledge and efficiency should the President become incapacitated. Assign special projects or phases of Federation activities to the Executive Vice President and the Vice President.
- G. Provide an Audit Report at each annual meeting.
- H. Provide a report to be printed in each issue of the Federation newsletter which includes a summary of Federation activities.
- I. Communicates with National Only Members residing in New Mexico as required.
- J. Perform all other duties pertaining to the office of the President and such duties as are delegated by the Executive Board.
- K. Provide Web Master documentation relevant to this position.

Executive Vice President:

- A. In the absence of the President, preside at all meetings and perform all other duties as assigned by the President. If a vacancy occurs in the Office of the President, the Executive Vice President shall vacate that office and assume the Presidency.
- B. As Membership Chair, shall be responsible for the guidance and overall direction of the Membership Activities/Committee.
- C. Develop and accomplish special programs and continuing Federation activities that are assigned by the President.
- D. Perform other duties delegated by the Executive Board.
- E. Provide Web Master documentation relevant to this position.

Vice President:

- A. In the absence of the President and Executive Vice President preside at all Federation meetings and perform all other duties as assigned by the President.
- B. Accept, plan, and coordinate legislative activities including preparing SL and CDL duties and responsibilities and field plans, in compliance with the NARFE Legislative Officer and CDL Manual (FH-7).
- C. Shall appoint CDLs and SLs with Executive Board approval.
- D. As State Legislative Officer, maintain communications with all Chapter Legislative chairs. Provide legislative training and guidance to all members at the Biennial Meetings/Workshops (held in odd-numbered years).
- E. As National Legislative Officer, performs duties as outlined in the NARFE Legislative Officer and CDL Manual (FH-7)
- F. Communicates with National Only Members residing in New Mexico as required.
- G. Perform other duties delegated by the Executive Board.
- H. Provide Web Master documentation relevant to this position.

Secretary:

- A. Keep an accurate record of the proceedings of each Federation and Executive Board meeting, attend to correspondence, maintain a record of Chapters affiliated with the Federation, and keep current copies of the Federation Bylaws.
- B. Forward a NARFE Form 7A (Roster of Officers) following the close of the Federation Biennial Convention/Conference (held in odd-numbered years) to the National Association with a copy to the Region VII Vice President and to each Federation Executive Board member and each Chapter President and Secretary.

- C. Prepare NARFE Form F-22 (State Federation Convention Report) as soon as practicable after the Federation Biennial Convention/Conference (held in odd-numbered years) and forward to the National Association.
- D. Forward within sixty (60) days after the Federation Biennial Convention/Conference (held in odd-numbered years), an amended copy of the Bylaws/Standing Rules and the Convention minutes to the National Association, each Executive Board Member, Chapter President, and Secretary.
- E. Sign all resolutions (Form F-3) which were adopted by vote of the Membership. Retain the original copy of these resolutions which affect only the State Federation Bylaws and Standing Rules or pertain strictly to New Mexico affairs. Immediately forward to the National Association the original signed copies of the resolutions which need to be considered at the next National Convention. Resolutions non-adopted by the delegates should not be signed, be filed separately and identified as non-adopted resolutions.
- F. Distribute the current list of Chapter Officers, addresses and telephone numbers to each Executive Board member, Chapter President and Secretary and publish this on the Federation Website and Newsletter.
- G. Perform all other duties as assigned by the President and/or Executive Board, as prescribed elsewhere in the Bylaws and all other National Association and Federation directives and procedures.
- H. Maintain a record listing each piece of accountable property belonging to the Federation, its location and the name of the person currently responsible for its safekeeping.
- I. Provide Web Master documentation relevant to this position.

Treasurer:

- A. Shall receive all Federation monies, deposit same in a federally insured financial institution approved by the Executive Board, invest funds excess to the operations through an insured bank in instruments, the collateral of which is the credit of the US Government, and keep a record of all monies received and expended.
- B. Draw and sign checks against the accounts when expenditures are approved in writing by the President, by direction of the Executive Board, or in accordance with Federation bylaws.
- C. Maintain signature cards at the financial institution whereby the Federation President, the Treasurer, or the appointed third person may draw, endorse and sign checks, withdraw or deposit funds, and transfer funds between accounts.
- D. With prior approval of the President, be authorized to advance up to \$500.00 in increments as needed to the Chapter hosting the Biennial Convention/Conference (held in odd-numbered years). Repayment is to be made within sixty days after the Conference.



- E. Present a summary financial report at each Federation Executive Board meeting. Provide an annual financial report to the Federation Biennial Convention/Conference (held in odd-numbered years) and the Federation Biennial Meetings/Workshops (held in even-numbered years) for the fiscal year. The report is to include an account of the amount received from the National Association, expenditures of these funds and the balance. All Treasurer's reports and records are to be available for audit by the Audit Committee.
- F. Perform other duties as required by the office of the Treasurer.
- G. Provide Web Master documentation relevant to this position.

District Vice Presidents shall:

- A. Represent the Federation Executive Board concerning Federation activities in their respective districts.
- B. Be familiar with the problems and needs of each Chapter in their district and help resolve Chapter problems.
- C. Visit each Chapter in the district at least once a year to provide assistance and encourage Chapter's participation in membership recruitment, service activities and NARFE legislative issues.
- D. Organize and chair the Biennial Meeting/Workshop (held in even-numbered years) for meetings of Chapter officers, committee chairs and other interested Chapter members for training and discussion of Chapters.
- E. Assist in the formulation of new Chapters in their area, strengthening struggling Chapters and reactivate closed Chapters.
- F. Serve as the liaison officer between the District chapters and the Federation.
- G. Present a written report summarizing Chapters' activities at the Biennial Convention/Conference (held in odd-numbered years).
- H. Provide Web Master documentation relevant to this position.

### **Rule III Executive Board**

- A. The Executive Board shall have general supervision of the affairs of the Federation, fix the date and place of meetings, perform such other duties as are specified in these Bylaws and Standing Rules, and shall be subject to orders of the Federation. None of its acts shall conflict with Federation or National Bylaws or Standing Rules, or action taken by the Federation.
- B. The Executive Board annually shall appoint an Audit Committee chairman, whose committee will conduct an annual audit of the Federation's financial status.
- C. When necessary to transact urgent or emergency business, the President shall have authority to conduct a telephone or e-mail canvass of Executive

Board members; the business so transacted shall be recorded in the minutes and reported by the Secretary at the next regular meeting of the Executive Board. A majority of the Executive Board members may also call for a canvass. The exception being Bylaws/Standing Rules amendments which requires secret voting by all members.

- D. The Executive Board shall meet at least five times in Convention/Conference years and four times in non-Convention/Conference years, or more frequently at the call of the President. A majority of members shall constitute a quorum at Executive Board meetings

#### **Rule IV Voting**

For One Member-One Vote ballot vote (electronic and/or paper format) by the membership, National-Only members residing in New Mexico (and including out of State Chapter members), and all New Mexico chapter members in good standing, shall have 30 days after the posting (postmarked or email date) of the ballot to vote.

#### **Rule V Committees**

##### A. Nominating Committee:

1. The Nominating Committee consists of one member from each District and one member-at-large or one National-Only member. No currently serving state-wide Federation officer may be a member of this committee. The committee elects its own chairperson and reports their choice prior to the close of the Federation Biennial Convention/Conference (held in odd-numbered years).
2. The Nominating Committee sends a copy of its report to all Chapters not less than ninety (90) days prior to the convening of the Federation Biennial Convention/Conference (held in odd-numbered years). This report contains a brief statement of each nominee's qualifications and verification of willingness to serve.
3. Members shall serve a term of two years to be replaced after the first year, so the committee will retain a majority of experienced members annually.

##### B. Committees Appointed:

The President appoints all standing, ad hoc, and Convention committees, Audit, Membership, Legislation and Bylaws/Standing Rules/Resolutions. The President is ex-officio member of all remaining committees. All other committee

appointments will be made within sixty (60) days of the Federation President accepting office.

### C. Standing Committees

Standing Committees of the Federation are Audit, Extension, Legislative, Membership, Bylaws/Standing Rules/Resolutions, Public Relations, and Service. Chapter Presidents are notified as standing committee appointments are made.

1. Audit Committee conducts annual audits of Treasurer's book and accounts, and conducts a special audit in the event of change in the office of Treasurer.
2. Extension Committee. With the assistance of the District Vice Presidents, the Committee will 1) identify those geographical areas and Federal Agencies which will support new Chapters; 2) investigate what are the strengths and weakness of establishing chapter(s) in those areas and agencies; and 3) report findings and recommendations to the Executive Board. Based on Executive Board action on the report, the Committee will develop specific plans for organizing new Chapters.
3. Legislative Committee, chaired by the Federation VP, follows pertinent legislative developments, keeps the Federation and Chapters informed and recommends appropriate legislative activity (with input from SLs and CDLs).
4. Membership Committee, chaired by the Executive Vice President, develops general and special plans for increased membership and Chapter enhancement.
5. Bylaws/Standing Rules/Resolutions Committee, chairman to be appointed by the President, and composed of one member selected from each District prior to the convening of the Biennial Convention/Conference (held in even-numbered years) shall:
  - a. See that resolutions are prepared in proper form. The Committee may, with no increase in scope, combine resolutions with similar content, prepare substitute resolutions, or present new resolutions when it reports to the Membership. When the committee deems the content of a resolution to be more appropriately handled by another standing or special committee, it may refer the resolution to such committee.
  - b. Resolutions addressed to the Federation or to National Headquarters may be initiated by a member, a chapter, the Federation Executive Board or by the Resolutions Committee and submitted to the Federation Secretary and Chairperson, Resolutions Committee on NARFE Form F-3A, Proposed Convention Resolution, four (4) months prior to the creation of ballot (electronic or paper format). Chapters, on their own initiative, may elect to directly submit

resolutions and proposed changes to the National Bylaws Committee.

- c. No standing rule or resolution is in order that would conflict with the Articles of Incorporation or the bylaws.
  - d. The Committee presenting amendments to National Bylaws shall determine that the amendments are not in conflict with the Bylaws of the National Association. Proposed amendments to the Federation and National Bylaws may be amended by the Committee with no increase in scope, combined with similar amendments, or have a single substitute prepared in place of the original amendments offered.
  - e. The Bylaws Committee must submit the NARFE Form F-3C, Proposed Bylaw/Standing Rule Amendment, to the Ballot and Teller Committee, three (3) months prior to the creation of ballot (electronic and/or paper format).
  - f. The proposed amendments to the Federation or National Bylaws shall be published in the Federation newsletter and published in the Federation Website, and sent by ballot (electronic and/or paper format) to each member at least 30 days prior to the announced deadline for secret voting.
  - g. A two-thirds (supermajority) favorable vote of the members voting shall be required for adoption of Bylaw and Standing Rules amendments.
  - h. Members shall serve a term of two years to be replaced after the first year, so the committee will retain a majority of experienced members annually.
6. Public Relations Chair shall report at every Federation Executive Board meeting, listing plans and accomplishments.
  7. Service Committee develops educational programs for Chapter Service Officers to keep abreast of developments and existing laws, rules, and procedures as outlined in the National Association Service Officer Handbook. The Committee provides workshop and seminar leaders and functions as consultants for Chapter Service Officers.

#### D. Biennial Convention/Conference Committees (held in odd-numbered years)

Convention committees perform functions preceding and during the Convention. They are Chaplain and Memorial, Credentials, Bylaws/Standing Rules/Resolutions, Convention Standing Rules, Sergeant-at-Arms, Audit, Ballot and Teller, and Time and Place.

1. Chaplain and Memorial Committees arrange for invocation and benediction and conducts memorial services as well as other pertinent functions.
2. Credentials Committee verifies the members and provides number of members present and states that a quorum is confirmed to the assembled Convention.
3. Bylaws/Standing Rules/Resolutions Committee receives all resolutions submitted for consideration at the Convention, reviews submissions,

- distributes copies with recommended actions to the Chapters and to National Only Members residing in New Mexico.
4. Sergeant-at-Arms Committee assures orderly proceedings.
  5. Time and Place Committee receives and evaluates Chapter proposals for hosting future Federation Biennial Conventions/Conferences (held in odd-numbered years).
  6. Convention Standing Rules Committee shall draft and submit for consideration, a group of rules which, if adopted, will apply to that one Convention only.
  7. Ballot and Teller Committee shall prepare the ballots for officer elections and amendments to Bylaws and Standing Rules. Ballots to be disseminated to membership electronically and/or by paper, 45 days prior to the Convention. Count the ballots and announce officer election results and Bylaws/Standing/Resolutions results.
  8. Audit Committee shall present audit of Federation accounts.

#### **Rule IV Conventions**

**Section 1.** Federation Biennial Conventions/Conferences (held in odd-numbered years) are for the purpose of reporting voting results (by-laws, officers, etc.), receiving reports from the President, Executive Vice President, Vice President, Secretary, Treasurer and District Vice Presidents.

**Section 2.** The quorum necessary to transact business is two percent (2%) of total Federation membership which includes National Only Members residing in New Mexico.

**Section 3.** The President shall appoint a Federation Parliamentarian. The Parliamentarian will be available when requested as a consultant to the President, Federation Convention Committees, or chapters on a voluntary/unpaid basis. The rules contained in the current edition of Robert's Rules of Order Newly Revised govern all cases not specifically covered by the Constitution, Bylaws, Federation Rules of Order or Convention directives.

**Section 4.** The Federation at its Federation Biennial Convention/Conference (held in odd-numbered years) beginning in 2019, shall report and appropriately recognize those who have been newly designated National Honorary/Distinguished Members since the last Convention and who meet the National criteria for Honorary/Distinguished Membership, by not assessing the Chapter per capita assessment for those so designated by the National Office.

**Section 5.**

- a. Should there be a shortfall of funds to pay Biennial Convention/Conference expenses (held in odd-numbered years), the host Chapter(s) may submit a request to the Federation Executive Board for reimbursement of the loss. The request will include a detailed explanation of the circumstances resulting in the loss. The Executive Board will decide the amount of the shortfall to be paid to the host Chapter(s).
- b. If the host Chapters(s) collects more money for the Federation Biennial Convention/Conference (held in odd-numbered years) than is required to pay expenses, the Chapter(s) may retain seventy-five (75) percent of these profits with the remainder to be transferred to the Federation.

**Section 6.** The Biennial Meeting/Workshop (held in even-numbered years) will receive no advanced funding for the Workshop from the Federation. Any profit realized at the Workshop will stay with the hosting chapter(s).

**Section 7.** The following agenda serves as a guide for the presiding officer of the Biennial Convention/Conference (held in odd-numbered years):

- a. Welcome by Host Chapter President
- b. Federation President convenes Convention
- c. Invocation, Posting of Colors and Pledge of Allegiance
- d. Welcome addresses
- e. Memorial service
- f. Adoption of printed program and rules of the Convention
- g. Reading of communications
- h. Report of Credentials Committee to certify the number of members to constitute a quorum
- i. Report of voting results of Bylaws/Standing Rules/ Resolutions Committee
- j. Report of Ballot and Teller Committee with results of elections
- k. Remarks by Regional Vice President
- l. Reports of officers and committees
- m. Unfinished business
- n. New business
- o. Closing Ceremonies (Retire the Colors and Benediction)
- p. Passing of gavel to incoming Federation President
- q. Adjournment

## **Rule V RECORDS**

Permanent Federation records are to be maintained in accordance with the NARFE National Records Management Schedule.

## **Rule VI PARLIAMENTARY AUTHORITY**

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

## **Rule VII AMENDMENTS**

**Section 1.** These Bylaws and Standing Rules may be amended at a Biennial Convention/Conference (held in odd-numbered years) by a two-thirds affirmative ballot (electronic and/or paper).

**Section 2.** In an emergency, where action either is necessary between Biennial Convention/Conference (held in odd-numbered years) or because no Convention is held, the Executive Board may order a referendum to amend these Bylaws and Standing Rules. The President shall convene the Credentials, Bylaws/Standing Rules/Resolutions and Ballot and Teller Committees. Notice of the proposed amendment is forwarded to all Federation members (including National Only Members residing in New Mexico) sixty (60) days prior to the receipt of ballots (electronic and/or paper). Adoption of a proposed amendment requires a two-thirds (supermajority) affirmative vote of the total votes cast.

**Section 3.** Amendments to Federation Bylaws and Standing Rules shall be approved at National Headquarters before becoming effective.

\_\_\_\_\_  
Federation Secretary

\_\_\_\_\_  
Date

APPROVED at National Headquarters

\_\_\_\_\_  
National Secretary/Treasurer

\_\_\_\_\_  
Date



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