JUNIOR AUXILIARY OF SALINE COUNTY, ARKANSAS

CHAPTER CONSTITUTION

NATIONAL ASSOCIATION OF JUNIOR AUXILIARIES, INC.

Incorporated April 4, 1970

Revised November 2016
BYLAWS

ARTICLE I-NAME

THE NAME OF THIS ORGANIZATION SHALL BE THE JUNIOR AUXILIARY OF Saline County, Arkansas INCORPORATED.

ARTICLE II-PURPOSE AND POLICIES

SECTION 1. PURPOSE

THE PURPOSE OF THIS ORGANIZATION SHALL BE TO ENCOURAGE MEMBERS TO RENDER CHARITABLE SERVICES WHICH ARE BENEFICIAL TO THE GENERAL PUBLIC, WITH PARTICULAR EMPHASIS ON CHILDREN; TO COOPERATE WITH OTHER ORGANIZATIONS PERFORMING SIMILAR SERVICES.

THIS ORGANIZATION IS ORGANIZED EXCLUSIVELY FOR CHARITABLE, EDUCATIONAL, RELIGIOUS, OR SCIENTIFIC PURPOSES WITHIN THE MEANING OF SECTION 501 (C) (3) OF THE INTERNAL REVENUE CODE.

SECTION 2. POLICIES

THE POLICIES OF THE JUNIOR AUXILIARY OF Saline County, Arkansas, SHALL BE IN HARMONY WITH THE POLICIES OF THE NATIONAL ASSOCIATION OF JUNIOR AUXILIARIES, INCORPORATED (HEREINAFTER REFERRED TO AS NAJA).

ARTICLE III-FIELD OF SERVICE

THE FIELD OF SERVICE SHALL BE THE AREA OF Saline County, Arkansas including all cities and school districts.

ARTICLE IV -MEMBERSHIP

SECTION 1. CLASSES OF MEMBERSHIP

A WOMAN WHO IS AT LEAST TWENTY-ONE YEARS OF AGE MAY BE CONSIDERED ELIGIBLE FOR MEMBERSHIP.

THE CLASSES OF MEMBERSHIP SHALL BE AS FOLLOWS:

A. PROVISIONAL - PROVISIONAL MEMBERS ARE THOSE WHO ARE ENGAGED IN COMPLYING WITH THE REQUIREMENTS FOR ADMISSION TO ACTIVE MEMBERSHIP AND ARE NOT ELIGIBLE TO VOTE OR HOLD OFFICE.
PROVISIONAL MEMBERS ARE REQUIRED TO SERVE A TERM OF SIX MONTHS AND TO COMPLETE A PROVISIONAL COURSE WITHIN THIS PERIOD. ONE EXTENSION OF SIX MONTHS MAY BE GRANTED BY THE LOCAL BOARD IN THE CASE OF A PROVISIONAL WHO, FOR UNAVOIDABLE REASONS, IS UNABLE TO COMPLETE THE COURSE WITHIN THE REQUIRED TIME. PROVISIONAL MEMBERS SHALL BE REQUIRED TO COMPLETE PROVISIONAL EDUCATION AND TRAINING IN A MANNER SATISFACTORY TO THE LOCAL BOARD AND IN ACCORDANCE WITH ASSOCIATION PROVISIONAL TRAINING MANUAL; SHALL ATTEND AT LEAST 2/3 OF THE REGULAR MEETINGS HELD BY THE CHAPTER DURING THIS PERIOD AND SHALL PAY DUES TO THE CHAPTER. ALL HOURS ACCRUED BY A PROVISIONAL SHALL BE RECORDED AS PROVISIONAL HOURS UNDER EDUCATION. A CHAPTER MEMBERSHIP CARD SHALL BE SENT TO NAJA HEADQUARTERS WITHIN THIRTY DAYS UPON ACCEPTANCE OF THE PROVISIONAL MEMBER.

B. ACTIVE - ACTIVE MEMBERS ARE THOSE WHO HAVE COMPLETED THE REQUIREMENTS FOR PROVISIONAL MEMBERSHIP AND HAVE BEEN ADMITTED TO ACTIVE MEMBERSHIP BY A TWO-THIRDS VOTE OF THE LOCAL BOARD.

THEY SHALL BE ENTITLED TO ALL THE PRIVILEGES AND RIGHTS OF MEMBERSHIP, INCLUDING THE RIGHT TO HOLD OFFICE AND TO VOTE AND ARE RESPONSIBLE FOR CARRYING OUT THE ACTIVITIES OF THE CHAPTER.

1. REQUIREMENTS: TO MAINTAIN MEMBERSHIP IN GOOD STANDING, A MEMBER SHALL PAY DUES TO THE ASSOCIATION ANNUALLY, AND SHALL OBTAIN A MINIMUM OF TWENTY-FOUR SERVICE HOURS AND TWELVE EDUCATION HOURS PER YEAR. FOR EDUCATION PURPOSES, CHAPTER MEETINGS SHALL COUNT ONE HOUR EACH. SIX CHAPTER MEETINGS MUST APPLY TOWARD THE ANNUAL EDUCATION REQUIREMENT. OTHER EDUCATION HOURS MAY BE OBTAINED FROM ADDITIONAL CHAPTER MEETINGS, ANNUAL MEETING, AREA MEETINGS, AND CHAPTER/ COMMUNITY SEMINARS. A minimum of 12 Finance Hour shall be required per year. ALL HOURS SHALL BE ACCRUED UNDER THE SUPERVISION OF AND IN A MANNER SATISFACTORY TO THE LOCAL BOARD.

2. PENALTIES: AN ACTIVE MEMBER FAILING TO FULFILL THE YEARLY REQUIREMENTS FOR MEMBERSHIP FORFEITS THAT YEAR OF WORK ACCREDITED TOWARD ASSOCIATE MEMBERSHIP ELIGIBILITY.

3. PRIVILEGES: a.) ANY MEMBER WHO, AFTER HAVING SERVED A MINIMUM OF FIVE ACTIVE YEARS AND HAVING PAID TO THE ASSOCIATION A TOTAL AMOUNT EQUAL TO TEN ADDITIONAL YEARS OF CURRENT ASSOCIATE DUES, SHALL BE ABSOLVED FROM FURTHER FINANCIAL OBLIGATION. b.) AT THE DISCRETION OF THE LOCAL BOARD, A MEMBER MAY BE TEMPORARILY EXCUSED FROM
ACTIVE SERVICE.

C. ASSOCIATE - ASSOCIATE MEMBERS ARE THOSE WHO, WHILE SERVING AS ACTIVE MEMBERS IN GOOD STANDING OF A PROVISIONAL OR ACTIVE JUNIOR AUXILIARY CHAPTER, HAVE ACCUMULATED A MINIMUM OF FIVE YEARS OF ACTIVE SERVICE AND WHO DESIRE TO CHANGE MEMBERSHIP CLASSIFICATION. THE MEMBER SHALL PAY ASSOCIATE DUES. AT THE DISCRETION OF THE CHAPTER, AN ASSOCIATE MEMBER MAY BE ACCORDED ASSOCIATE ACTIVE STATUS.

D. LIFE - LIFE MEMBERS ARE THOSE WHO, AFTER HAVING ACCUMULATED A MINIMUM OF FIVE YEARS OF ACTIVE SERVICE, HAVE PAID TO THE ASSOCIATION A TOTAL AMOUNT EQUAL TO TEN ADDITIONAL YEARS OF CURRENT ASSOCIATE DUES. AT THE DISCRETION OF THE CHAPTER, A LIFE MEMBER MAY BE ACCORDED LIFE ACTIVE STATUS.

E. SUSTAINING- SUSTAINING MEMBERS ARE THOSE PERSONS IN THE COMMUNITY WHO ARE NOT ELIGIBLE FOR ACTIVE MEMBERSHIP AND UPON WHOM THE CHAPTER DESIRES TO BESTOW AN HONORARY MEMBERSHIP DUE TO OUTSTANDING SERVICE OR FINANCIAL CONTRIBUTION TO THE CHAPTER.

F. NON-RESIDENT - ACTIVE MEMBERS IN GOOD STANDING ARE ENTITLED TO NON-RESIDENT MEMBERSHIP, WHICH IS OPEN TO THOSE WHOSE RESIDENCE IS CHANGED TO THAT OF ANOTHER COMMUNITY.

IF A NON-RESIDENT MEMBER WISHES TO COMPLETE ACTIVE OBLIGATION AND ATTAIN ASSOCIATE STATUS THE MEMBER MUST:

1. COMPLETE TWENTY-FOUR HOURS OF VOLUNTEER COMMUNITY SERVICE WITHIN THE COMMUNITY AND TWELVE EDUCATION HOURS PER REMAINING YEAR TO FULFILL THE REQUIREMENTS;
2. PAY NON-RESIDENT DUES TO CHAPTER OF RECORD;
3. REPORT SERVICE AND EDUCATION HOURS TO CHAPTER OF RECORD.

UPON ATTAINING ASSOCIATE STATUS, THE MEMBER PAYS TO THE ASSOCIATION A TOTAL AMOUNT EQUAL TO TEN (10) YEARS OF ASSOCIATE DUES TO ATTAIN LIFE STATUS.

SECTION 2. ADMISSION TO MEMBERSHIP

A WOMAN WHO IS AT LEAST TWENTY-ONE YEARS OF AGE MAY BE CONSIDERED ELIGIBLE FOR MEMBERSHIP. The candidate must be proposed in writing by one member and seconded by two others. Only Active members in good standing may propose candidates for membership.

SECTION 3. MEMBERSHIP PROCEDURE
The Chapter has a quota of 20 Provisionals per class each year. If there are more ladies interested in being in the Provisional class, the Chapter can vote to allow more Provisional members in the class.

SECTION 4. CHANGES IN MEMBERSHIP

Application to change to another class of membership must be made in writing to the Recording Secretary. Changes to another class of membership shall become effective upon the approval of the Executive Board, and members shall be notified in writing of the action of the Board.

ANY MEMBER IN GOOD STANDING WHO CHANGES RESIDENCE SHALL BE PERMITTED TRANSFER PRIVILEGES TO A CHAPTER IN THE NEW LOCALITY. THE RIGHT OF TRANSFER GRANTED IN THIS SECTION DOES NOT EXTEND TO A PERSON WHO HAS BEEN DROPPED OR WHO HAS RESIGNED FROM MEMBERSHIP. PROVISIONAL MEMBERS SHALL TAKE ANY ADDITIONAL TRAINING REQUIRED BY THE CHAPTER TO WHICH THEY TRANSFER. IF THERE ARE NO VACANCIES IN THE CHAPTER TO WHICH A MEMBER IS TRANSFERRING, THE NAME OF THE MEMBER SHALL BE PLACED ON THE WAITING LIST AND SHALL BE ACCEPTED IN ORDER OF APPLICATION. Members who resign may be accepted for readmission upon application to and approval by the Executive Board. An Active member who cannot fulfill her requirements for any given year may be granted a leave of absence. The leave of absence will be requested of and granted by the board for the period needed, not to exceed one year.

ARTICLE V-DUES AND CHARGES

ALL CLASSES OF MEMBERSHIP WITH THE EXCEPTION OF PROVISIONAL AND LIFE MEMBERS SHALL PAY ANNUAL DUES TO THE ASSOCIATION.

ACTIVE MEMBERS (INCLUDING MEMBERS ON LEAVE OF ABSENCE) AND NON-RESIDENT MEMBERS SHALL PAY sixty-five dollars $65 ANNUAL DUES. ASSOCIATE MEMBERS SHALL PAY $35 ANNUAL DUES.

PROVISIONAL MEMBERS SHALL BE LIABLE FOR CHAPTER DUES IMMEDIATELY UPON ACCEPTANCE OF THE INVITATION TO MEMBERSHIP. Local Chapter dues shall be sixty-five dollars $65. ACTIVE, ASSOCIATE, AND NON-RESIDENT DUES FOR THE COMING YEAR SHALL BE PAYABLE TO THE CHAPTER NO LATER THAN April 1. ALL DUES ARE PAYABLE TO THE ASSOCIATION UPON RECEIPT OF STATEMENT AND ARE DELINQUENT AFTER JULY 15. AN ASSOCIATE MEMBER MAY, AT ANY TIME, PAY THE EQUIVALENT OF TEN YEARS ASSOCIATE DUES TO ATTAIN THE STATUS OF LIFE MEMBER. THIS AMOUNT MUST BE FORWARDED IMMEDIATELY TO HEADQUARTERS IN ORDER FOR LIFE MEMBERSHIP STATUS TO BE GRANTED.

REFUNDS OF DUES WILL NOT BE MADE TO MEMBERS RESIGNING DURING THE FISCAL YEAR.
REFUNDS WILL NOT BE MADE TO PROVISIONAL MEMBERS FAILING TO MEET THE REQUIREMENTS.

ARTICLE VI-CHAPTER MEETINGS

SECTION 1. REGULAR AND SPECIAL MEETINGS

Regular meetings shall be held the 4th Thursday of every month excluding November and December. We will have a meeting the 3rd Thursday in November that incorporates December as well. FOR EDUCATION PURPOSES, CHAPTER MEETINGS SHALL COUNT ONE HOUR EACH. SIX CHAPTER MEETINGS MUST APPLY TOWARD THE ANNUAL EDUCATION REQUIREMENT. CHAPTER MEETINGS HELD IN AN ELECTRONIC FORMAT ARE PROHIBITED.

Special meetings shall be held at the discretion of the Executive Board or upon written request of 8 members of the Chapter. Notice of special meetings will be given within 5 days of meeting date.

SECTION 2. QUORUM

A quorum shall consist of a majority of the voting members.

SECTION 3. VOTING

ABSENTEE BALLOTS AND PROXY VOTING ARE PROHIBITED.

ARTICLE VII-OFFICERS

CHAPTER OFFICERS ARE THE PRESIDENT, VICE-PRESIDENT, RECORDING SECRETARY, TREASURER, and Assistant Treasurer.

SECTION 1. NOMINATION AND ELECTION

The Nominating Committee shall present a slate of candidate(s).

Officers shall be elected by ballot no later than the March meeting of the Chapter for a term of one year or until their successors are elected.

OFFICERS ASSUME DUTIES AT THE BEGINNING OF THE CHAPTER FISCAL YEAR, MAY 1. The Assistant Treasurer will hold office for 2 years, one year as the Assistant Treasurer and the next year as the treasurer.

SECTION 2. DUTIES

THE PRESIDENT IS THE CHIEF EXECUTIVE OFFICER OF THE CHAPTER, PRESIDES AT ALL CHAPTER AND EXECUTIVE BOARD MEETINGS AND IS AN EX-OFFICIO MEMBER TO ALL COMMITTEES EXCEPT THE NOMINATING COMMITTEE. THE PRESIDENT APPOINTS ALL COMMITTEES, INCLUDING THE CHAIRMAN, UNLESS OTHERWISE PROVIDED.
THE VICE-PRESIDENT ASSUMES THE DUTIES OF THE PRESIDENT IN THE ABSENCE OF THE PRESIDENT.


THE TREASURER and Assistant Treasurer are CUSTODIANS OF ALL CHAPTER FUNDS; COLLECT ALL DUES AND ASSESSMENTS AND RECEIVE MONIES; KEEP FULL AND ACCURATE ACCOUNTS AND PRESENT FINANCIAL STATEMENTS AT THE REGULAR MEETINGS OF THE CHAPTER AND THE BOARD; PRESENT AN ANNUAL REPORT OF THE BALANCE SHEET AT A CHAPTER MEETING AND TRANSFER TO SUCCESSEORS ALL BOOKS AND FINANCIAL RECORDS. THE TREASURER and Assistant Treasurer are RESPONSIBLE FOR FILING ONLINE THE STATEMENT OF CASH BALANCES BY MAY 15, FOR PROMPT PAYMENT OF ALL DUES AND FEES TO NAJA HEADQUARTERS BY JULY 15, AND FOR SENDING A COPY OF FORM 990 or 990-N FILED WITH INTERNAL REVENUE SERVICE TO HEADQUARTERS BY OCTOBER 15 OF EACH YEAR.

ARTICLE VIII-EXECUTIVE BOARD

SECTION 1. COMPOSITION AND DUTIES

THE EXECUTIVE BOARD IS COMPOSED OF THE OFFICERS AND THE CHAIRMEN OF COMMITTEES INVOLVING ADMINISTRATIVE OR PROGRAM RESPONSIBILITY. THE EXECUTIVE BOARD CONSISTS OF the President, Vice President/ Provisional Trainer, Treasurer, Assistant Treasure/Finance Chair, Recording Secretary, Corresponding Secretary, Public Relations officer, Membership Chair, Service Chair, Parliamentarian, and Education Chair. EXCEPT AS OTHERWISE PROVIDED, CHAIRMEN ARE APPOINTED BY THE PRESIDENT. THE TERM OF OFFICE OF THE CHAIRMEN IS ONE YEAR.

THE EXECUTIVE BOARD HAS GENERAL CHARGE AND CONTROL OF THE BUSINESS AND PROPERTY OF THE CHAPTER. IT IS RESPONSIBLE FOR THE MONTHLY EXAMINATION OF THESTATEMENTS OF ALL CHAPTER BANK ACCOUNTS.

IT PRESENTS TO THE MEMBERSHIP ALL PROPOSED MAJOR PROGRAM ACTIVITIES FOR RATIFICATION.

SECTION 2. MEETINGS

THE EXECUTIVE BOARD HOLDS REGULARLY SCHEDULED MEETINGS. SPECIAL
MEETINGS MAY BE CALLED BY THE PRESIDENT OR UPON REQUEST OF MEMBERS OF THE BOARD.

ARTICLE IX-COMMITTEES
SECTION 1. STANDING COMMITTEES

A. FINANCE COMMITTEE

THERE SHALL BE A FINANCE COMMITTEE THAT SHALL FUNCTION AS THE FINANCIAL, FACT-FINDING COMMITTEE TO ADVISE THE BOARD AND CHAPTER ON MATTERS RELATING TO FINANCING CHAPTER ADMINISTRATION AND PROGRAM OF SERVICE. THE COMMITTEE SHALL BE COMPOSED OF THE TREASURER, Assistant Treasurer AND THE OFFICERS OR CHAIRMEN OF COMMITTEES RESPONSIBLE FOR ANY PHASE OF THE CHAPTER FINANCING, TOGETHER WITH SUCH OTHER MEMBERS AS SHALL BE DESIGNATED BY THE PRESIDENT.

B. PUBLIC RELATIONS COMMITTEE

THERE SHALL BE A PUBLIC RELATIONS COMMITTEE WHOSE FUNCTION SHALL BE TO MAKE USE OF APPROPRIATE MEDIA FOR THE CHAPTER. IT SHALL ATTEMPT TO BUILD GOOD PUBLIC RELATIONS BY INTERPRETING CHAPTER ACTIVITIES TO THE PUBLIC SO THAT COMMUNITY UNDERSTANDING, INTEREST, AND SUPPORT WILL RESULT.

C. PROJECTS COMMITTEE

THERE SHALL BE A PROJECTS COMMITTEE WHOSE FUNCTION SHALL BE TO SUPERVISE ALL COMMUNITY ACTIVITIES UNDERTAKEN BY THE CHAPTER IN ALL FIELDS OF WORK WITH THE EXCEPTION OF FINANCE; TO CONSULT WITH AND ADVISE THE EXECUTIVE BOARD ON PROBLEMS AND POLICIES REGARDING CHAPTER PROJECTS IN THE FIELDS OF WELFARE, HEALTH, RECREATION, CULTURE OR EDUCATION; TO STUDY ASSOCIATION POLICIES AND REQUIREMENTS PERTAINING TO PROGRAM AND PROJECTS, AND TO MAKE RECOMMENDATIONS TO THE BOARD WHEN CHAPTER STANDARDS DO NOT COMPLY; TO STUDY AND CONFERENCE WITH THE BOARD IN SEEING THAT CHAPTER PROJECTS ARE OF SUFFICIENT SCOPE TO ENABLE EACH MEMBER TO COMPLETE THE REQUIRED NUMBER OF HOURS PER YEAR; AND TO INTERPRET ALL PHASES OF THE PROGRAM TO THE CHAPTER AND TO COORDINATE THE PROGRAM SO THAT MEMBERS MAY HAVE THE KNOWLEDGE AND TRAINING NECESSARY FOR EFFECTIVE COMMUNITY SERVICE AND CITIZENSHIP. THE COMMITTEE SHALL BE COMPOSED OF A GENERAL CHAIRMAN AND THE CHAIRMEN OF THE COMMITTEES RESPONSIBLE FOR ALL PHASES OF CHAPTER SERVICE, TOGETHER WITH SUCH OTHER MEMBERS AS SHALL BE DESIGNATED BY THE PRESIDENT. The Projects Committee will be made up of the Service Chair and the Projects Find Chairman. THE CHAIRMAN OF THIS COMMITTEE SHALL BE APPOINTED BY THE PRESIDENT AND SHALL KEEP ADEQUATE RECORDS OF
CHAPTER ACTIVITIES WHICH SHALL BE TURNED OVER TO HER SUCCESSOR.

D. NOMINATING COMMITTEE

THERE SHALL BE A NOMINATING COMMITTEE WHOSE FUNCTION SHALL BE TO PREPARE A SLATE OF CANDIDATES FOR ELECTION TO THE VARIOUS ELECTED OFFICES OF THE CHAPTER. The committee shall be composed of two members elected by the membership or appointed by the Executive Board. THE PRESIDENT SHALL NOT SERVE AS A MEMBER OF THIS COMMITTEE.

E. EDUCATION COMMITTEE

THERE SHALL BE AN EDUCATION COMMITTEE WHOSE FUNCTION SHALL BE TO IMPLEMENT THE EDUCATION PROGRAM FOR THE CHAPTER TO ENSURE THAT ALL CHAPTER MEMBERS COMPLETE NAJA AND CHAPTER REQUIREMENTS FOR EDUCATION HOURS.

F. SCHOLARSHIP COMMITTEE

THERE SHALL BE A SCHOLARSHIP COMMITTEE WHOSE FUNCTION SHALL BE TO SEEK QUALIFIED APPLICANTS FOR THE GRADUATE SCHOLARSHIPS WHICH ARE AWARDED ANNUALLY BY NAJA.

G. MEMBERSHIP COMMITTEE

THERE SHALL BE A MEMBERSHIP COMMITTEE WHOSE FUNCTION SHALL BE TO HELP THE CHAPTER ACCOMPLISH ITS PURPOSE, MISSION, AND GOALS BY EMPHASIZING THE IMPORTANCE OF MEMBERSHIP TO HELP ENSURE THE FUTURE AND SUCCESS OF THE CHAPTER.

SECTION 2. SPECIAL COMMITTEES

Special committees may be appointed by the President who shall designate the powers and term of service.

ARTICLE X-PROGRAM

IN DEVELOPING THE PROGRAM OF SERVICE, THE CHAPTER SHALL CONSIDER: a.) COMMUNITY RESOURCES, b.) COMMUNITY NEEDS, AND c.) EFFECTIVE WAYS OF MEETING THESE NEEDS.

THE JUNIOR AUXILIARY OF Saline County, Arkansas SHALL UNDERTAKE THOSE ACTIVITIES WHICH ENHANCE COMMUNITY SERVICES AND RESOURCES, CONTINUE THE EDUCATION OF MEMBERS IN THE VARIOUS FIELDS OF PUBLIC SERVICE AND MEET THE NEEDS OF MEMBERS.

A PROJECT IS A PLANNED UNDERTAKING IN THE FIELDS OF WELFARE, HEALTH, RECREATION, CULTURE, OR EDUCATION FOR WHICH THE CHAPTER HAS SOME PART OF FINANCIAL OR ADMINISTRATIVE RESPONSIBILITY.
SECTION 1. ELIGIBILITY

ELIGIBILITY OF PROJECTS SHALL BE DETERMINED BY THE PURPOSE STATED IN THE ARTICLES OF INCORPORATION. AN ELIGIBLE ACTIVITY MUST BE INTERPRETED AS BEING SUCH ACTIVITY AS BENEFITS THE MEMBERS AND THE ORGANIZATION, PRECLUDES OVERLAPPING IN THE FIELD OF SERVICE AND IS OF SUFFICIENT IMPORTANCE TO WARRANT THE PARTICIPATION OF THE MEMBERS.

THE CHAPTER MAY ENGAGE IN AS MANY ELIGIBLE PROJECTS AS IS CONSISTENT WITH EFFICIENCY AND EFFECTIVENESS. ADOPTION OF OR PARTICIPATION IN PROJECTS SPONSORED BY OTHER RELIGIOUS, SCHOOL, OR CIVIC ORGANIZATIONS SHOULD BE KEPT TO A MINIMUM. CHAPTER INVOLVEMENT IN ANY POLITICAL ACTIVITY IS PROHIBITED.

SECTION 2. REQUIREMENTS

THE CHAPTER MUST ENGAGE IN AT LEAST ONE CHILD WELFARE PROJECT (NATIONAL SERVICE PROJECT) FOR WHICH THE CHAPTER HAS FULL ADMINISTRATIVE RESPONSIBILITY.

ALL SERVICE AND FINANCE PROJECTS UNDERTAKEN BY THE CHAPTER MUST BE VOTED UPON BY THE CHAPTER MEMBERSHIP.

ARTICLE XI-POLICIES

SECTION 1. FISCAL YEAR

THE FISCAL YEAR SHALL BE FROM MAY 1 THROUGH APRIL 30.

SECTION 2. INUREMENT OF INCOME

NO PART OF THE NET EARNINGS OF THE CORPORATION SHALL INURE TO THE BENEFIT OF, OR BE DISTRIBUTABLE TO, ITS MEMBERS, DIRECTORS, OFFICERS OR OTHER PRIVATE PERSONS EXCEPT THAT THE CORPORATION SHALL BE AUTHORIZED AND EMPOWERED TO PAY REASONABLE COMPENSATION FOR SERVICES RENDERED.

SECTION 3. CONFLICT OF INTEREST

ANY MEMBER OF THE JUNIOR AUXILIARY OF Saline County, Arkansas SHALL HAVE A DUTY OF LOYALTY TO THE CHAPTER AND SHALL NOT USE HER POSITION AS AN OFFICER, CHAIRMAN OR VOLUNTEER FOR PERSONAL BENEFIT. IF A MEMBER IS AWARE OF A POTENTIAL CONFLICT OF INTEREST WITH ANY MATTER COMING BEFORE THE CHAPTER THAT MAY RESULT IN A DIRECT BENEFIT TO THE MEMBER AND/OR HER FAMILY, THE MEMBER HAS A DUTY OF FULL DISCLOSURE TO THE CHAPTER EXECUTIVE COMMITTEE WHICH
WILL MAKE THE DETERMINATION WHETHER THE MEMBER SHOULD RECUSE HERSELF FROM THE DISCUSSION AND DECISION.

SECTION 4. LEGISLATIVE OR POLITICAL ACTIVITIES

NO SUBSTANTIAL PART OF THE ACTIVITIES OF THE CORPORATION SHALL BE THE CARRYING ON OF PROPAGANDA OR OTHERWISE ATTEMPTING TO INFLUENCE LEGISLATION AND THE CORPORATION SHALL NOT PARTICIPATE IN OR INTERVENE IN (INCLUDING THE PUBLISHING OR DISTRIBUTION OF STATEMENTS) ANY POLITICAL CAMPAIGN ON BEHALF OF ANY CANDIDATE FOR PUBLIC OFFICE.

SECTION 5. OPERATIONAL LIMITATIONS

NOTWITHSTANDING ANY OTHER PROVISIONS OF THESE BYLAWS, THE CORPORATION SHALL NOT CARRY ON ANY OTHER ACTIVITIES NOT PERMITTED TO BE CARRIED ON (A) BY A CORPORATION EXEMPT FROM FEDERAL INCOME TAX UNDER SECTION 501(C)(3) OF THE INTERNAL REVENUE CODE OF 1986 (OR THE CORRESPONDING PROVISION OF ANY FUTURE UNITED STATES INTERNAL REVENUE LAW) OR (B) BY A CORPORATION, CONTRIBUTIONS TO WHICH ARE DEDUCTIBLE UNDER SECTION 170(C)(2) OF THE INTERNAL REVENUE CODE OF 1986 (OR THE CORRESPONDING PROVISION OF ANY FUTURE UNITED STATES INTERNAL REVENUE LAW).

SECTION 6. FINANCIAL RECORDS

THE BOOKS OF ACCOUNT OF THIS CHAPTER SHALL BE KEPT IN ACCORDANCE WITH SOUND ACCOUNTING PRACTICES AND AN ANNUAL REPORT OF THE BALANCE SHEET SHALL BE READ AT A CHAPTER MEETING.

ARTICLE XII-AMENDMENTS AND PARLIAMENTARY AUTHORITY

This constitution and bylaws may be amended at any Regular meeting in the following manner: such changes signed by five Active members may be presented in writing to the Chairman of the Constitution Committee or may be proposed orally by a member of the committee itself or by the Executive Board. The Constitution Committee shall present the proposed changes to the Executive Board. If the Executive Board approves the proposed changes, they shall then be presented to the Chapter at large at the meeting previous to the one at which they shall be voted upon. A 2/3 vote of the members present shall be required to adopt such changes.

ROBERT'S RULES OF ORDER NEWLY REVISED SHALL BE THE AUTHORITY FOR ALL MATTERS OF PROCEDURE NOT SPECIFICALLY COVERED BY THE BYLAWS OR BY SPECIAL RULES OF PROCEDURE ADOPTED BY THE CHAPTER.

ARTICLE XIII-DISSOLUTION
SHOULD THE JUNIOR AUXILIARY OF Saline County, Arkansas, INCORPORATED EVER BE DISSOLVED PURSUANT TO AR CODE SECTIONS 25-51-303, THE DISPOSITION OF ALL ASSETS OF THE CORPORATION REMAINING SHALL BE DISTRIBUTED TO ONE OR MORE EXEMPT PURPOSES, AS OUTLINED IN IRS REGULATION SECTION 1. 501 (c) (3)-1(b) (4).

UPON THE DISSOLUTION OF THIS CORPORATION, THE EXECUTIVE BOARD SHALL, AFTER PAYING OR MAKING PROVISIONS FOR THE PAYMENT OF ALL THE LIABILITIES OF THE CORPORATION, DISPOSE OF ALL THE ASSETS OF THE CORPORATION EXCLUSIVELY FOR THE PURPOSES OF THE CORPORATION IN SUCH MANNER, OR TO SUCH ORGANIZATION OR ORGANIZATIONS OR EXCLUSIVELY FOR THE PURPOSES OF THE CORPORATION IN SUCH MANNER, OR TO SUCH ORGANIZATION OR ORGANIZATIONS OR ORGANIZATIONS ORGANIZED AND OPERATED EXCLUSIVELY FOR CHARITABLE, EDUCATIONAL, RELIGIOUS, OR SCIENTIFIC PURPOSES AS SHALL AT THE TIME QUALIFY AS AN EXEMPT ORGANIZATION OR ORGANIZATIONS UNDER SECTION 501 (C) (3) OF THE INTERNAL REVENUE CODE OF 1986 (OR THE CORRESPONDING PROVISION OF ANY FUTURE UNITED STATES INTERNAL REVENUE LAW), AS THE EXECUTIVE BOARD SHALL DETERMINE. ANY SUCH ASSETS NOT SO DISPOSED OF SHALL BE DISPOSED OF BY THE COURT OF COMMON PLEAS OF THE COUNTY OR PARISH IN WHICH THE PRINCIPAL OFFICE OF THE CORPORATION IS THEN LOCATED, EXCLUSIVELY FOR SUCH PURPOSES OR TO SUCH ORGANIZATION OR ORGANIZATIONS, AS SAID COURT SHALL DETERMINE, WHICH ARE ORGANIZED AND OPERATED EXCLUSIVELY FOR SUCH PURPOSES.

CHAPTER POLICIES/PROCEDURES/INTERNAL OPERATIONS

Each Chapter member acts as a representative of the entire Chapter and the Association. The demeanor, appearance and behavior of each Chapter member are a direct reflection on the Chapter and the Association as a whole.
The individual political, religious and philosophical ideology of the Chapter member should not impact the administration of the business affairs of the Chapter. Further, personal likes, dislikes, disappointments, frustrations and resentments are not allowed to enter into or alter the context of meeting materials and are not to be used in private conversation in order to alter the course of Chapter business.

Since the duties detailed in the job descriptions often overlap, communication and cooperation among Chapter members are vital elements for the effective administration of duties.

Chapter members shall not use any source of social media to make disparaging remarks about the Chapter, NAJA, Chapter Projects, Chapter Functions, Chapter Requirements, Members, etc. Members are asked to remember that disparaging remarks made about other organizations and individuals, not necessarily directly associated with Junior Auxiliary, will be seen as a reflection on her Chapter and fellow members.

**CODE OF CONDUCT**

The Chapter’s reputation, of its members collectively and individually, directly impacts the Chapter’s ability to conduct the business of the Chapter including, but not limited to, executing successful finance projects and service projects and recruiting and retaining members. Chapter business and votes shall be considered confidential. As such, members shall use discretion in discussing Chapter business matters outside of a general business meeting, Executive Board meeting or committee meeting. This includes, but it is not limited to, discussing Chapter business and the decision of the Board and Chapter with individuals who are not members of the Chapter, making comments in public setting or via social media, and generally disparaging the Chapter and/or any of its members. Members whose actions and conduct violate this policy shall be brought before the Executive Board and may incur fines and penalties up to and including expulsion from the Chapter membership pursuant to the Chapter’s membership dismissal policies.