SMWC Chapter of PBL By-Laws

Article I - Identification

Section 1. The name of the organization shall be SMWC Chapter of PBL.

Section 2. SMWC Chapter of PBL hereinafter referred to as the chapter, shall be affiliated with Phi Beta Lambda, hereinafter referred to as PBL.

Article II - Purposes

Section 1. The purpose of PBL is to provide opportunities for postsecondary students to develop vocational competencies for business and office occupations and business teacher education. PBL is an integral part of the instructional program and in addition promotes a sense of civic and personal responsibility.

Section 2. The specific goals of PBL are to:

- Develop competent, assertive, and ethical business leadership
- Strengthen the confidence of students in themselves and their work
- Create more interest in and understanding of American business enterprise
- Encourage members in the development of individual projects which contribute to the improvement of home, business and community
- Develop character, prepare for useful citizenship, and foster patriotism
- Encourage and practice efficient money management
- Encourage scholarship and promote school loyalty
- Assist students in the establishment of occupational goals
- Facilitate the transition from school to work

To achieve these purposes, there shall be no discrimination in individual membership or chapter affiliations because of race, religion, sex, age, or national origin.

Article III - Membership

Section 1. PBL membership shall consist of members of the chartered local chapter. These members shall also hold membership in the state and national chapters. Should no state chapter exist or it ceases to exist, members shall be recognized by the national association.

Section 2. Membership shall be open to:

- Active Members shall be postsecondary students enrolled in business and/or business-related fields, who accept the purpose of PBL, subscribe to its creed, demonstrate willingness to contribute to good school-community relations, and possess qualities for employment. Active members shall pay dues as established by PBL and may participate in national, state, or chapter events or conferences, serve as voting delegates to the National

Leadership Conference, hold national office and otherwise represent their state and local chapters as approved by their respective state and local advisers.

- Honorary Life Members shall be elected by the Chapter by a majority vote. They shall be persons who are assisting in the advancement of business and office education and/or who are rendering outstanding service to PBL. Honorary life members shall not vote, hold office, or be required to pay dues.

Section 3. Students who have not paid their dues shall not be considered a member of the Chapter. A person who has not paid dues shall not be entitled to vote, run for office, or represent the Chapter at state or national events or conferences.

Section 4. PBL Membership shall require participation in one external activity related to the enhancement of the student. This might include taking a competency exam, an active internship, a service project, etc…

Section 5. Voting delegates to state or national conferences shall be selected by a majority vote of the Chapter members attending the conference.

Article IV - Dues and Finance

Section 1. Dues. Chapter dues shall be $20.00. This amount shall include the state and national dues as determined by the respective state and national bylaws. Membership is unified on the Chapter, state and national levels and is not available separately.

Section 2. Fiscal Year. The fiscal year of the Chapter shall be July 1 through June 30.

Section 3. Audit. An audit shall be made annually by the auditing committee, which shall report at the annual meeting.

Article V - Officers

Any organization member in good academic standing (maintaining a 2.0 GPA, not under academic probation) is eligible to hold office. Officers will be elected by majority vote of the members present. The officers of this organization shall be:

President- the President is responsible for chairing the meetings, chairing the executive committee, and general leadership of the chapter. The President will serve a one-year term.

Vice-President-the Vice-President is responsible for chairing the meetings and chairing the executive committee in the absence of the President. The Vice-President will serve a one-year term and is the President-elect for the next term.

Secretary- the Secretary is responsible for recording the minutes of the meeting. The secretary will serve a one-year term.

Treasurer- the Treasurer is responsible for financial reporting and accountability, financial account in, and receiving and disbursing monies of the chapter. The treasurer will serve a one-year term.

Public Relations Director- The Public Relations Director is responsible for Public Relations, Marketing and Advertising. Is also responsible for maintaining a chapter website and sending fliers for each meeting. The Public Relations Director will serve a one-year term.

Article VI - Meetings of Members

Notice of the time and place of each meeting shall be served not less than seven (7) or more than fourteen (14) days before the meeting. Three (3) voting members present at any meeting shall constitute a quorum. Such quorum may, by majority vote of the members present, transact any business, which may properly be brought before the meeting, except as otherwise indicated in these Bylaws. A meeting may be adjourned or recessed by majority vote of the members present whether or not a quorum is present. At all meetings of the members, the President, or if absent, the Vice President, shall preside as Chairperson. In the absence of said officers, the Chairperson shall be elected by a majority of the members present. Every regular member of the chapter in good standing shall be entitled to one vote on any matter of the chapter's business to be acted upon by vote of the membership.

Article VII - Elections and Balloting

Elections of officers shall be held at the final meeting of the academic year. Each officer shall be elected on the basis of a plurality of votes cast for that office. In the event of a tie vote, successive balloting shall be conducted until one candidate receives a plurality. All elected officers shall be expected to hold their office and faithfully discharge its duties until the end of the next academic year. However, in the event that an officer is unable to complete his/her term in office, a new election shall be held to fill that office as soon as is conveniently possible for the chapter.

Article VIII - Emblems and Colors

Section 1. The Chapter emblems shall be the emblems of the national organization.

Section 2. The official emblem and insignia items and designs are described and protected from infringement by registration in the U.S. Patent Office under the Trademark Act of 1946. The manufacture, reproduction, wearing, or display of the emblem shall be governed by the national board of directors.

Section 3. Emblems and insignia of PBL shall be uniform within the chapter. Only members may use official emblems and insignia.

Section 4. The official colors of PBL shall be blue and gold.

Article IX - Parliamentary Procedure

The rules contained in *Robert's Rules of Order Newly Revised* shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with the rules of FBLA-PBL, Inc., these Bylaws, or any special rules of order the chapter may adopt.

Article X – Amendment

Section 1. Local Amendments. Amendments to the Bylaws shall be submitted in writing at a regular meeting and shall not be voted on until the following regular meeting. A two-thirds vote of present members shall be required for adoption. Amendments shall take effect immediately unless otherwise stated in the proposed amendment.

Section 2. Consistency. In areas inconsistent with the Bylaws or Rules of National PBL or the state chapter, these Bylaws may be amended by the Executive Committee to provide consistency. All members shall be informed of the exact changes within thirty (30) days in writing or electronically.

Section 3. Minor Changes. The Executive Committee shall be authorized to revise these Bylaws to correct punctuation, grammar, cross-references, article and section designations, and to make such other technical changes as may be necessary, where these changes shall be minor in detail and shall not alter the meaning or intent of the Bylaws. Notice of changes made under this authority shall be communicated in writing or electronically to the membership within thirty (30) days.