



THE BY-LAWS OF THE PEORIA JAYCEES

ARTICLE I - NAME

Section 1 - The name of this organization shall be known as the Peoria Jaycees

Section 2 - The principal office of this organization shall be located in Peoria County, Illinois.

ARTICLE II - AFFILIATION

This organization is affiliated with the Junior Chamber International, the United States Junior Chamber, the Illinois Jaycees, and specifically our affiliated Region and is subject to the Constitution, By-Laws and Policies of each as they affect and prescribe the duties and operations of this chapter.

ARTICLE III - PURPOSE

The purpose of this organization shall be to promote leadership training through community involvement by providing Individual Development, Community Development, Membership Development, and Management Development opportunities through chapter programming.

ARTICLE IV - MEMBERSHIP

Section 1 - Regular member - Any person of good character that has attained the age of twenty-one (21) years shall be eligible to become a Regular Member. Regular Members shall have all the rights, privileges and obligations granted or imposed upon them including that they may hold office (elective or appointed), be a delegate voter or initiate action at any meeting. If a Regular Member shall attain the age of forty-one (41) years after the beginning of the calendar year of the corporation, that person shall be deemed a Regular Member until the last day of their anniversary month.

Section 2 - Associated Member - Any person of good character of the age of forty-one (41) years or more or twenty (20) years or less is eligible to be an Associate Member. Associate Members shall have all the rights, privileges and obligations granted or imposed upon regular members, except that they may not hold office (elective or appointed), be a delegate voter or initiate action (make a motion, call for vote, etc.) at any meeting.

Section 3 - Membership shall become effective immediately upon payment of dues for the first year of membership.

Section 4 - A regular member of the Peoria Jaycees, in good standing, is automatically a member of the Illinois Jaycees, our affiliated Region Jaycees, the United States Junior Chamber and Junior Chamber International.

Section 5 - Any member of this organization may be removed from office, the Board of Directors, or membership by a unanimous vote of all members of the Board of Directors, excepting the member considered for removal.

ARTICLE V - ADMINISTRATIVE FEE AND DUES

Section 1 - The annual dues for a regular member shall be due and payable in advance, which includes dues for our affiliated Region Jaycees, Illinois Jaycees and Junior Chamber International.

Section 2 - A member's dues come up for renewal each year in the anniversary month of their initial approval, as determined by the Illinois Jaycees.

Section 3 - Any member whose dues are unpaid following the last day of their renewal month will automatically cease to be a member unless alternative arrangements are recommended by the President or Membership Development Vice-President due to extenuating circumstances and ratified by the Board of Directors.

Section 4 - Any person who has ceased to be a member under Section 3 above may rejoin as a new member.

ARTICLE VI - GOVERNMENT

Section 1 - A. The government of this organization shall be vested in a Board of Directors consisting of the Immediate Past President as Chairman of the Board, the officers, and directors, whose number shall be determined by the Board.

B. The officers shall include the President, Secretary, Treasurer, State Director and (4) Vice-Presidents: Membership Development, Chapter Management, Individual Development and Community Development.

C. The above named officers, in addition to the Immediate Past President and any member currently serving as an appointed or elected State or National officer, shall comprise the Executive Board. The Executive Board shall be empowered to make recommendations to the Board of Directors for specific actions concerning activities of the Peoria Jaycees. Any member currently serving as an appointed or elected State or National officer shall not have a vote on the Executive Committee unless otherwise qualified.

Section 2 - The executive Board and Board of Directors has general control and management of the property and business affairs of the organization.

Section 3 - A vacancy in the Board of Directors, or in any office, may be temporarily filled by a person who has a majority vote of the Board of Directors until an election can be scheduled at a General Membership meeting.

Section 4 - A quorum for the purposes of the Board of Directors or Executive Board of Directors shall be 50% or more of the respective officers with voting rights.

Section 5 - A quorum for the purposes of a regularly scheduled membership meeting shall consist of those members present.

Section 6 - The Chairman of the Board shall advise and assist the Board of directors as requested by the Board.

ARTICLE VII - RESTRICTED CASH FUND

Section 1 - A Restricted Cash Fund, more commonly referred to as "the Building Fund," to procure a permanent building for use by the Peoria Jaycees shall be established and funds deposited in a reputable financial or investment institution selected by a three-fourths (3/4) vote of the Board of Directors.

Section 2 - A Building Fund Committee shall be established and committed to maintaining the day to day needs of the Building Fund.

A. Purpose & Goals. The Committee will attend to the day to day needs of the Building Fund, with the goal of maximizing its overall rate of return while minimizing risk and maintaining a level of safety.

B. Term and Number of Members. The Committee shall consist of no more and no less than 4 people, with each committee member serving a two-year term. A committee member may not serve more than two terms or 4 years, whichever is less. The Committee is to have committee member rotation on an annual basis, with 2 committee members joining while 2 previous members leaving.

The term to serve on the Committee shall start on June 1 of the current year and end on May 31, two years later

C. Nomination of Committee Members. The Board will have the power and authority to nominate anyone, regardless of age or whether the nominee has been a Jaycee or not, to the Committee. The Board must agree on a nominee by a 2/3rd majority vote by Board members present at a regularly scheduled Board meeting or by a special meeting called to vote on this issue. If the board calls a special meeting, notice must be served to all Board members at least 5 days in advance.

The Peoria Jaycee membership will have the power and authority to approve the Board's appointed nominee. Approval of a nominee for the Committee will be decided by a 2/3rd majority vote by the membership present at a regularly scheduled membership meeting, or a special meeting called to conduct this vote. Notice must be given to members within at least 10 days before voting. If a member cannot attend a meeting where such a vote will be initiated, the Jaycee member may allow a board member to serve as a proxy. The president, or ranking board officer in charge of the meeting can decide if the vote will be a secret ballot or not.

The nominee must attend the meeting where the voting will take place. The nominee will then be required to answer any reasonable question from the membership before voting shall take place.

If for some reason the nominee is not approved by the membership, the Board must submit another appointment. The position on the Committee will be left vacant until a nominee is selected and approved.

D. Impeachment. Any member of the Committee can be impeached by a 2/3rd majority vote by the Board of Directors, excepting the committee member considered for removal, for just cause. In the event of an impeachment, the Board will nominate a replacement for this Committee member and approved upon in accordance with Section 2 Paragraph C of these Bylaws.

E. Dissolution. If for any reason the Committee should dissolve or should all members resign from the committee, the Board shall assume power and the responsibilities of managing the Building Fund.

- F. Trading. The Committee can and shall initiate buy and sell transactions in the Building Fund as and when they see fit of the types of marketable securities as allowed under these Bylaws.

Under no circumstance shall the Committee withdrawal any monies from the Building Fund unless directed to do so by the Board, resulting from an approval to withdrawal funds by a three-fourths vote, as explained in the Peoria Jaycees bylaws, Article VII, Section 4. If money is withdrawn from the Building Fund without such approval or direction, the committee member or members will be held accountable and subject to the full extent of Illinois law.

- G. Reporting and Disclosure. The committee will be required to report to the Board a minimum of once every three months. Included in this report must be investment performance, investment transaction history, reasoning for their actions, and anything else the Board might find pertinent. From here, the Board may report directly to the membership. The chapter president and treasurer will work closely and assist the Committee as needed.
- H. The Committee can organize themselves and set internal policies however they see fit, i.e. set meeting times and agendas, establish criteria, strategies or formulas on how to buy or sell investments, decide how to divide responsibilities, etc.
- I. The Committee will retain the person or persons authorized to make investment transactions with the brokerage house. The Committee members shall determine who on the committee will be the contact person with the brokerage house the Jaycees are doing business with.

Section 3 - The Restricted Cash Fund may be invested in Certificates of Deposits, Money Market Funds, Savings Accounts or Mutual Funds.

If any moneys are invested in Mutual Funds, the funds must be allocated to a minimum of 4 funds with a maximum of 40% invested in any one fund at the time of purchase. The funds selected and allocations must be approved by a majority of the Building Fund Committee.

Once approved by the Building Fund Committee, transfers of moneys between funds, deposits or redemption of funds can only be executed by the person or persons on the Building Fund Committee authorized to initiate that type of activity with the brokerage house. All transaction information must be submitted to the Treasurer in a timely manner to ensure proper financial record keeping.

Section 4 - Withdrawal from the Restricted Cash Fund for the purchase of land, a building, building materials, or for the long-term lease of a building must be approved by a three-fourths (3/4) vote of the Board of Directors at a regularly scheduled board meeting, and approved by the membership at a regularly scheduled membership meeting.

Section 5- Any and all forms of income generated from the Restricted Cash Fund must be deposited directly into the fund.

ARTICLE VIII - ELECTIONS

Section 1 - Not less than forty-five (45) days prior to the annual election, the President shall appoint, with the approval of the Board of Directors, an Election Oversight Committee of not less than three (3) people who are not eligible to vote and are not eligible to become a

candidate for any office. The Election Oversight Committee must be comprised of at least one (1) person who has been a past president of the Peoria Jaycees or a Keyman member.

Section 2- No member of the Election Oversight Committee shall be involved, in any manner, with any other candidate's campaign.

Section 3- Candidacy for the office of President and Treasurer shall not be eligible for more than one (1) consecutive term.

Section 4- All Officers and Directors shall be elected at the annual election meeting in November for the new calendar year.

Section 5- The procedure for the annual election shall be governed by Robert's Rules of Order as revised in the latest edition.

A. Eligibility to vote is limited to regular members of the Peoria Jaycees as of October 31st of the current year and who owe no dues or other moneys to the Peoria Jaycees.

B. A separate ballot shall be cast for each of the following offices: President, Chapter Management Vice-President, Community Development Vice-President, Individual Development Vice-President, Membership Development Vice-President, Secretary, Treasurer and State Director. One ballot shall be cast for Directors.

C. Voting shall be by secret ballot in a contested race.

D. Voting by proxy shall not be permitted.

E. There shall be no cumulative voting for any office or for members of the Board of Directors.

F. All candidates at large must be elected by a simple majority of votes cast. For any office where there are more than two candidates there may be multiple ballots until one candidate receives a majority of the votes cast. For the second and each succeeding ballot the candidate receiving the fewest number of votes on the previous ballot will be removed from the ballot.

Section 6- Officers and Directors shall take office January 1st and shall serve through the following December 31st, or until successors have been duly elected.

Section 7- When the President is notified of a vacancy on the Board of Directors, the President shall immediately notify the membership of the vacancy. Procedure for filling vacancies that occur on the Board of Directors shall be governed by Robert's Rules of Order, as revised in the latest edition, with the following additions:

A. After nominations are closed, all nominees shall leave the room.

B. Each candidate shall have two (2) minutes for presentations allocated as the candidate chooses, during which time one or more members including the candidate, may speak on the candidate's behalf.

C. After all nomination speeches have been made, each board member shall be allowed to speak for one (1) minutes on behalf or against the nominee(s). Rebuttal shall be allowed at the discretion of the President.

- D. Before the voting begins, all nominees who are members of the Board of Directors shall be allowed to re-enter the room.
- E. The President shall appoint, prior to the election, from the Board of Directors, a teller of elections. The teller shall count the ballots and announce the winner.
- F. All voting shall be by secret ballot.
- G. A simple majority of those voting will be needed for the election.
- H. Upon election, the new officer shall immediately assume the duties and responsibilities of the position until the next election of officers.

ARTICLE IX - MEETINGS

- Section 1 - The annual election meeting of the Peoria Jaycees shall be held in November of each year, and notice of the meeting shall be mailed to each member at their last known address at least ten (10) days prior to the meeting.
- Section 2 - Other regular membership meetings shall be held on dates as may be set by the Board of Directors. At the request of five percent (5%) of the membership of the President shall schedule a meeting. Members present and voting shall constitute a quorum.
- Section 3 - Special meetings of the Board of Directors shall be called by the President or the Secretary or at the request of at least (6) board members. The members of the Board of Directors shall be notified at their homes or place of business. No actions of a meeting called by the President shall be valid unless the President and/or Secretary has notified each board member at their home or place of business. At all meetings of the Board of Directors, a majority of the board members shall constitute a quorum.
- Section 4 - Meetings of the Board of Directors shall be held at prearranged dates or at the call of the President, providing that all the Board of Directors members are notified.
- Section 5 - At any meeting of the Board of Directors or membership from which the President is absent, the meeting shall be conducted by the Chapter Management Vice-President. If both President and Chapter Management Vice-President plan to be absent, the President shall designate any other member of the Executive Board to conduct the meeting.

ARTICLE X - DUTIES OF THE OFFICERS

- Section 1 - The President, as Chief Executive Officer of the Peoria Jaycees, shall supervise the organization's affairs and activities, prepare an annual budget to be submitted to the Board of Directors at the first regularly scheduled meeting of the fiscal year, and shall make an annual report to the membership. The President shall preside at all meetings of the Board of Directors and Membership.
- Section 2 - The duties of the Vice-Presidents shall be as follows:
 - A. The Chapter Management Vice-President shall serve as the Chief Operating Officer of the Peoria Jaycees and as the administrative assistant to the President. Duties shall include the planning and supervision of the Secretary, Treasurer, State Director, Newsletter Editor, Public Relations Director, Internet Webmaster and day to day operations of the chapter, including, but not limited to: Chapter Management training, property, facilities, scheduling and organizing regular chapter meetings, out-of-chapter submissions and/or proposals, chapter socials and any other duties or directors that may be assigned by the President.

- B. The Community Development Vice-President's duties shall include, but not limited to: planning and coordination of the Community Development Directors, planning and supervising Community Development projects and chairman and any other duties that may be assigned by the President.
- C. The Individual Development Vice-President's duties shall include, but not limited to: planning and supervising Individual Development projects and project chairmen and any duties or directors that may be assigned by the President.
- D. The Membership Development Vice-President's duties shall include, but not limited to the retention, activation, orientation, recruitment, and collection of dues of the membership and any other duties or directors assigned by the President.

Section 3 - The Secretary shall be responsible to give notice of all regular and special meetings and shall keep a permanent record of the minutes of the meetings along with other duties assigned by the President. The Secretary shall be the custodian of all records.

Section 4 - The Treasurer shall be responsible for payment of dues, maintaining the financial records, be responsible for any required filings or reports, assist the president in the preparation of the Annual Budget, disbursing funds at the direction of the Board of Directors, reporting in detail on the financial condition of the chapter at the regular membership meetings and any other time as directed by the President, and any other duties assigned by the President.

Section 5 - The State director shall be responsible for the club's activities in District, Regional, State, National and International affairs, for the planning and coordination of visitations to other chapters and any other duties that may be assigned by the President.

ARTICLE XI – STATE VOTING DELEGATES

The President and State Director shall be the voting representatives to various regional and state activities of the Illinois Jaycees. Voting shall be at the discretion of the delegates unless directed otherwise by the General Membership.

ARTICLE XII – INDEMNIFICATION

This organization shall indemnify any and all of the Board of Directors against expenses actually and necessary incurred by them in connection with the defense or settlement of any action, suit or proceeding in which they, or any of them, are made a part of by reason of their membership on the Board of Directors unless they, or any of them, shall be adjudged in the suit or proceeding to be liable of willful and wanton misconduct or if the matter is settled by an agreement based on the existence of willful and wanton conduct.

ARTICLE XIII – COMMITTEES

Section 1 - The Finance Committee shall be composed of the president, Immediate Past President, Chapter Management Vice-President and the Treasurer who will function as the committee chairman. The Finance committee shall be responsible for preparation of the annual budget and shall meet quarterly to review the investments of the Restricted Cash Fund and make a recommendation to the Board of Directors at the next regularly scheduled board meeting, and any other duties that may be assigned by the Board of Directors.

Section 2 - The Board of Directors shall approve any committee deemed proper and necessary to fulfill the purpose of the organization.

Section 3 - All committee chairmen shall be appointed by the President, subject to the approval of a majority of the Board of Directors.

ARTICLE XIV – RULES OF ORDER

Robert's Rules of Order, as revised, shall govern the proceedings of all meetings, except as otherwise provided for in the By-Laws.

ARTICLE XV – AMENDMENT

These By-Laws may be amended by a two-thirds (2/3) vote of the members present at any regular or special meeting, provided that written notice of the proposed amendment or amendments has been mailed to the last known mailing address of each member at least thirty (30) days prior to the date of the meeting.

As amended by the General Membership on 08/08/85
As approved by the General Membership on 02/25/85
As amended by the General Membership on 08/08/85
As amended by the General Membership on 01/14/88
As amended by the General Membership on 05/17/90
As amended by the General Membership on 10/15/92
As amended by the General Membership on 06/17/93
As amended by the General Membership on 10/14/93
As amended by the General Membership on 08/20/98
As amended by the General Membership on 05/20/99
As amended by the General Membership on 12/15/04
As amended by the General Membership on 04/20/06