

MISSOURI FEDERATION OF CHAPTERS

of the

NATIONAL ACTIVE AND RETIRED

FEDERAL EMPLOYEES



BYLAWS

(Amended 04/29/09)

MISSOURI FEDERATION OF CHAPTERS

BYLAWS

ARTICLE I. NAME

This organization shall be known as the Missouri Federation of Chapters of the National Active and Retired Federal Employees Association.

ARTICLE II. OBJECTIVES

The purpose of this Federation shall be to aid and support the National Association and to promote its objectives as set forth in the Bylaws and Articles of Incorporation; to unite fraternally for mutual benefit all Chapters within the State of Missouri; to cooperate in the organization of new Chapters and in stimulating greater Chapter activity; to initiate and carry on campaigns for securing new members throughout the area; to work with Federal Legislators, State Legislators and local governing bodies in seeking laws beneficial to Federation employees, annuitants and potential annuitants of the civilian Federal service and promoting the general welfare of all older persons; and to support civic and patriotic activities upholding American institutions and ideals.

ARTICLE III. MEMBERSHIP

All Chapters within the State of Missouri shall be eligible for membership in this Federation and may retain membership upon payment each year of the per capita assessment provided in accordance with the provisions of Article X, Section I.

ARTICLE IV. ELECTED FEDERATION OFFICERS

Section 1. Elected State Officers

- A. Elected Federation State Officers shall be a President, a First Vice President, a Second Vice President, a Secretary a Treasurer.
- B. Nominees for State Elected Officers shall be members of both the National Association and a Missouri Federation-affiliated Chapter.
- C. Each Officer shall be elected by a majority vote of the delegates assembled at the annual State Convention, and shall serve one year or until their successor shall be installed. Each term of office shall begin at the close of the State Convention at which the Officer is elected.

Section 2. District Officers

- A. One District Officer shall be elected from each Congressional District in the Federation. District Officers will be elected in District Caucuses at the annual State Convention by majority vote of the delegates from Chapters within the Congressional District where the District Officer will serve, and shall serve one year or until their successor shall be installed.
- B. Nominees for District Officers shall be members of both the National Association and a Missouri Federation-affiliated Chapter.
- C. The District Officer's term of office shall begin at the close of the State Convention at which the Officer is elected.

Section 3. Restrictions

No person shall hold more than one elected Federation Office at the same time.

Section 4. Vacancies

Vacancies, which occur among elected Federation officers between State Conventions, shall be filled by nomination by, and a majority vote of, the Executive Board. A person so elected shall serve the unexpired term of the vacated office.

ARTICLE V. APPOINTED FEDERATION OFFICERS & CHAIRPERSONS

Section 1. Appointments

The Federation President has the authority to appoint Standing Committee Chairpersons and Officers as required. Such appointments may include, but not be limited to, an Alzheimer's Chair, a NARFE PAC Chair, a National Legislative Chair, a State legislative Liaison, a Membership Chair, a Public Relations Officer, a Federation Newsletter Editor, a Service Officer, or any other position designated by the Executive Board.

Section 2. Duties

- A. Perform such duties as the Federation, the Executive Board, or the President may direct.
- B. Attend Federation Executive Board meetings as non-voting members.

ARTICLE VI. THE EXECUTIVE BOARD

Section 1. Composition

The elected Officers, as provided in Article IV, Section 1A. and Section 2.A. and the Immediate Past President shall constitute the voting members of the Federation Executive Board. The appointed Standing Committee Chairpersons and Officers, as provided in Article V shall attend Executive Board meetings as non-voting members.

Section 2. Duties

- A. The Executive Board shall have general supervision of the affairs of the Federation between State Conventions.
- B. The Executive Board shall make recommendations to the Federation and shall perform such other duties as specified.
- C. The Executive Board shall be subject to the orders of the State Convention, and none of their actions shall conflict with actions taken by the delegates at the State Convention.
- D. The Executive Board, excluding the President, shall select the members of the Audit and the Nominating Committees, and designate the Chair of these Committees.

Section 3. Meetings

- A. The Executive Board shall meet at the call of the President.
- B. Special meetings of the Executive Board can be called upon written request to the President by a majority of the elected Executive Board members. At least ten days written notice as to the time, place and purpose of such a special meeting must be given to all Executive Board members.

Section 4. Quorum

A quorum to transact any business of the Executive Board shall consist of eight voting members of the Executive Board in attendance.

ARTICLE VII. DUTIES OF THE
ELECTED OFFICERS

Section 1. President

- A. The President is charged with the responsibility of furthering Federation objective policies and procedures as specified by the Federation Bylaws, or as determined by the delegates in Convention, or, in the absence of direction from either the Bylaws or the Convention, as determined by the Executive Board.
- B. The President shall call a Special Federation meeting when requested in writing by at least thirty percent of the member Chapters. For action taken at such a Special Federation meeting to be binding upon the Federation membership. However, at least ten days written prior notice as to the time, place, and purpose of the Special Federation meeting shall be delivered to the President of each member chapter, and Article IX, Sections 3,4,5,5,7, and 8 shall be in force at all such Special Federation meeting.

Section 2. Vice Presidents

- A. The Vice Presidents shall perform the duties assigned to them by the Executive Board or by the President.
- B. In the absence of the President, the First Vice President shall assume the presidential duties. In the absence of both the President and the First Vice President, the Second Vice President shall serve.

Section 3. Secretary

- A. The Secretary shall be the recording officer of the Federation and shall maintain all non-financial records of the Federation.

- B. The Secretary shall also perform such other duties as directed by the Executive Board.

Section 4. Treasurer

- A. The Treasurer shall be the fiscal officer for the Federation and shall receive all funds paid the Federation; deposit these funds in a financial institution approved by the Executive Board; keep a true and accurate account of all funds received and distributed; and disburse funds in the manner prescribed by the Executive Board.
- B. The Treasurer may enter into a bond in such amount as the Executive Board shall deem sufficient to protect the Financial interests of the Federation.

Section 5. District Officers

- A. The primary function of each District Officer shall be to maintain a close working relationship with all Federation Chapters within their District.
- B. The District Officer shall actively promote all Federation objectives and interests in the geographical area of the Congressional District from
- C. Which elected, subject, however, to budgetary limitations as proposed by the President and approved by the Executive Boar.

ARTICLE VIII. COMMITTEES

All committees, standing and special, which the Convention or the Executive Board deem necessary or desirable to carry out the objectives of the Federation shall be appointed by the President and the Executive Board according to the provisions of Article VII, Section 1.D. and Article VI, Section 2.D.

ARTICLE IX. THE FEDERATION STATE CONVENTION

Section 1. Time and Place

The State Convention shall be held at such time and place as shall have been fixed at the previous convention or by the Executive Board in the absence of previous designation or in the case of an emergency.

Section 2. Purpose

The State Convention shall serve as the primary means for formulating Federation policies, transacting Federation business, and discussing Chapter and individual problems and suggestions.

Section 3. Delegates

- A. Each member Chapter in good standing shall be entitled to one voting delegate for each twenty-five and fraction thereof, paid Chapter members as specified in Article X, Section 1.
- B. All elective officers including the District Officers (Article IV, Section 2) and the immediate past president of the Federation shall have the status of delegate-at-large and shall be entitled to one vote in State Conventions.

Section 4. Convention Committees

- A. Notifications of members appointed to Convention committees shall be sent to the appointees and all Chapter Presidents at least thirty days prior to the convening of the State Convention.
- B. All Convention committee members must be registered delegates.
- C. Proposed amendments to the Missouri Federation of Chapters Bylaws or to National Association Bylaws and general resolutions, may be amended with no increase in scope, combined with similar amendments,

have a single substitute prepared in place of, and when recommended by the Convention Bylaws Committee or other committees for adoption, must be adopted by 2/3 vote of Convention delegates.

- D. The Nominating Committee, after consideration of all whom applied for Officer positions, report only on the verification of their eligibility.

Section 5. Chapter Eligibility Requirements

For a member Chapter to be eligible to representation at the State Convention, they must fulfill the obligations specified in Article X, Section 1; and, transmit in writing to the Federation Secretary not later than 30 days preceding the State Convention, the names of all Chapter delegates and alternates designated by the Chapter for the State Convention.

Section 6. Voting

- A. When a vote is taken at the State Convention, only accredited delegates in attendance may vote.
- B. When a written ballot is used a Chapter with two or more votes shall select one of its delegates to cast the vote of the entire delegation, such votes to be divided in accordance with the wishes of the individual delegates.
- C. All financial decisions affecting only the Federation shall be decided by a written ballot.

Section 7. Proxy Votes

Voting by proxy shall be allowed under the following conditions:

- A. If a Chapter is entitled to more votes than it has delegates in attendance at the State Convention, the Chapter shall determine with the Chapter President, and shall inform the Federation Secretary, which delegate in attendance shall cast the proxy votes for the absent delegate(s).

- B. A Chapter, in good standing as specified by Section 5 of this Article, but which has no delegate attending the State Convention, may have the Chapter's proxy vote cast by an accredited Convention delegate, provided that written notice of this proxy has been received by the Federation Secretary prior to the convening of the State Convention. No delegate shall serve as proxy for more than three Chapters.

Section 8. Quorum

A quorum shall exist when fifty percent of member Chapters are represented by the delegates and/or proxies and such delegates can collectively cast at least fifty percent of the eligible Convention votes.

ARTICLE X. REVENUES

Section 1. Chapter Per Capita Assessment

By February 15th annually each Chapter shall send to the Federation Treasurer, a per capita assessment of one dollar per member, based upon the Chapter's membership roll the previous December 31.

Section 2. Other Funds

The Executive Board is also empowered to receive and to utilize, for the purposes specified by the State Convention or the Executive Board, contributions or funds from other sources, provided these funds are deemed to be proper and in the best interests of achieving Federation objectives.

Section 3. Tax Exempt Status

Dues, payments, gifts or contributions to NARFE Chapters, NARFE State Federations or NARFE Headquarters are not deductible as charitable contributions for income tax purposes.

ARTICLE XI. ANNUAL REPORT

The Federation Secretary shall prepare an annual report immediately following the close of the State Convention. This report shall cover the actions taken at the State Convention. It shall be distributed to each Chapter President, to each member of the Executive Board, to the Region V National Field Vice President, and to the headquarters of the National Active and Retired Federal Employees.

ARTICLE XII. PARLIAMENTARY AUTHORITY

The rules in the current edition of “Robert’s Rules of Order, Newly Revised” shall govern the Federation in all cases unless they are inconsistent with these Bylaws or any special rules of order, which the Federation shall adopt.

ARTICLE XIII. AMENDMENTS

Amendments to those Bylaws may be adopted by two-thirds vote of the delegates to an Annual State Convention, provided sixty days advance notice is given to the Chapters, and will become effective upon approval by the National Headquarters

Approved by National Headquarters

Nathaniel L. Brown
National Secretary

2 May 2007
Date

**BRIEF HISTORY OF THE
MISSOURI FEDERATION OF CHAPTERS**

On December 12, 1953, all NARFE Chapters in Missouri responded to a call to meet in Jefferson City to form a Federation. The call was issued by Fred R. Jones, Field Vice President for this Region. Five Chapters – Springfield No.11, Kansas city No. 20, Columbia No. 312, and Jefferson City No. 313 sent delegates. Three Chapters were represented by proxy – Monett No 41, St. Louis No 112 and St. Joseph No 307.

Mr Walton R. Edmonds served as Temporary Chairman and Mr. Fred R. Jones acted as Secretary. The meeting unanimously agreed to form a permanent Federation, to be named the “Missouri Federation of Chapters of the National Association of Retired Civil Employees.” A Constitution and By-laws were adopted and the following permanent officers and installed:

President.....Monroe W. Jackson, Springfield
Vice President.....Noel E. Edwards, Columbia
Secretary-Treasurer. Fred E. McGhee, Jefferson City
Executive Board:
Wilbur Robinson.....Joplin
Florence M. Christman.....St Louis
T. M. Bradish.....Kansas City
William McGinnis.....St Joseph

Plans for the first annual convention were made and Springfield was named as the site.

Mr. Jackson continued to serve as President of the Missouri Federation of Chapters until his death in 1964. During his tenure, he moved from Springfield to St. Louis and changed his chapter affiliation from Springfield to St. Louis Chapter 112. Mr J.V. Horton of Kansas City, Chapter 20, served the unexpired term of Mr. Jackson, which ended at the Convention of 1965.

No 1561
2009- Judith Smart, St Louis, MO 112

*Denotes Deceased Members

Following the organizational meeting in Jefferson City, December 12, 1953, the Missouri Federation of Chapters has held annual conventions, beginning with Springfield in 1954, Jefferson City 1955, Lebanon 1956, Jefferson City 1957, Springfield 1958, St. Louis 1959, Kansas City 1960, Jefferson City 1961, Springfield 1962, St Joseph 1963, Jefferson City 1964, Columbia 1965, Kansas City 1966, Springfield 1967, St. Louis 1968, Springfield 1969, Kansas City 1970, Jefferson City 1971, Lebanon 1972, Independence 1973, Columbia 1974, Hannibal 1975, Joplin 1976, St. Louis 1977, St. Joseph 1978, Cap Girardeau 1979, Point Lookout 1980, Osage Beach 1981, Columbia 1982, Florissant 1983, Hannibal 1984, Springfield 1985, Kansas City 1986, St. Joseph 1987, Lake of the Ozarks 1988, Joplin 1989, Kirksville 1990, St. Louis 1991, Jefferson City 1992, Springfield 1993, Hannibal 1994, Columbia 1995, Kansas City 1996, St. Peters 1997, St. Joseph 1998, Springfield 1999, Hannibal 2000, St Louis 2001, Columbia 2002, Lake of the Ozarks 2003, St Peters 2004, Hannibal 2005, Poplar Bluff 2006, Springfield 2007, Jefferson City 2008 and Branson 2009.