

July 2, 2020

Carol A. Olson
Secretary of Chapter #0150
1527 Russell Ave. N.
Minneapolis, MN 55411-2937

Dear Ms. Olson:

We have carefully reviewed your revised bylaws Minneapolis Chapter #0150 and they are hereby approved. We have a copy on file here at NARFE Headquarters and are returning a copy to you for your files.

If you have any questions, please contact Lynette Green at fedchpsrvcs@narfe.org. Thank you for your cooperation in this matter and your continued support of NARFE.

Sincerely,



Kathryn Hensley
National Secretary/Treasurer
Enclosure

Minneapolis Chapter Number 0150

National Active and Retired Federal Employees Association (NARFE)

-Chapter ByLaws

Article I. Name

This chapter shall be known as the Minneapolis Chapter, number 0150 of the Minnesota Federation, of the National Active and Retired Federal Employees Association (NARFE).

Article II. Objectives

The Chapter shall act in compliance with the ByLaws of said National Association, and shall support and work toward the objectives of NARFE. Six basic Chapter objectives include but are not limited to: 1) establish at the local level programs for the recruitment and retention of Association members; 2) keep members informed on the plans and activities of the Association; 3) gain the members appreciation of the Association's need for, and importance, of their active support; 4) provide opportunities at the local level to become well informed on the issues confronting the Association at the federal and state levels; 5) provide mutual assistance and support to solve problems that an individual may be unable to solve alone; and 6) establish at the local levels means of direct participation in achieving Association objectives and goals.

Article III. Membership

Any person who is a dues paying member of NARFE National shall be eligible to join the chapter. A member who pays chapter dues is in good standing.

Article IV. Dues

Section 1. The chapter dues are \$10.00 per year and shall be used to meet expenses of carrying out chapter business and functions.

Section 2. Any chapter document relating to dues or contributions must contain this statement: "Dues payments and gifts or contributions to NARFE are not deductible as charitable contributions for federal income tax purposes."

Article V. Officers and Executive Committee

Section 1. Chapter officers shall be a president, a first vice president of membership, a second vice president of legislation, a secretary and a treasurer. Officers shall be elected to a two year term.

Section 2. The officers shall be voting members and elected at the May annual meeting in odd numbered years. They may be nominated by a nominating committee or from the floor. Elections

may be by ballot or by a show of hands. The newly elected officers shall begin their terms at their installation at the September meeting following the elections.

Section 3. The oath, (installation) should be administered by the outgoing president, a State Federation Officer or the National Officer if present, or other outgoing officer, or by some member of the Chapter selected for the purpose. The presiding officer shall name the office and the name of the person to be installed in each office and say to them collectively:

"Do you hereby sincerely promise and pledge to efficiently perform the duties of your office and be loyal and true to the National Association of Active and Retired Federal Employees and our Chapter; that you will faithfully safeguard all books, papers, and other property of the Association that may come into your possession while in office; that you will deliver them to your successor in office at the close of your official term and agree to make available for inspection by proper officials of the Association upon reasonable notice and request, the books, papers, and other records pertaining to your office? Officers in unison say "I do". The presiding officer then says, "I declare you duly installed officers of the Chapter effective this date.

Section 4. The executive committee shall consist of the elected officers (and other appointed officers such as past president and committee chairs, as deemed appropriate by the president. The executive committee shall exercise duties as the Chapter may prescribe. Quorum for an executive committee shall consist of at least three officers. In case of an officer vacancy, the executive committee shall have the power to fill the vacancy for the unexpired term.

Section 5. The president may appoint a service officer, a public relations officer, a sunshine officer, a newsletter editor, an Alzheimer's drive coordinator, program chairman, and committees as deemed desirable. The president shall preside at all meetings, appoint all committees and represent the Chapter or appoint a representative for the Chapter as necessary.

Section 6. The membership vice president shall maintain an up-to-date record of all Chapter members (including addresses) and make arrangements for the printing of mailing labels and rosters, and notify the National Office of deaths of members. In the absence of the president, the membership vice president shall assume those duties and continue their responsibilities.

Section 7. The legislative vice president shall keep current on both state and national legislative actions that concern the well-being of the membership, and report at all meetings and in the newsletter. The legislative vice president shall act in the absence of the president and membership vice president.

Section 8. The secretary shall: 1) keep a record of all Chapter and executive committee meetings; 2) assist the president with correspondence; and 3) provide the editor of the newsletter with a copy of the minutes.

Section 9. The treasurer shall: 1) receive all monies of the Chapter and deposit same in the name of NARFE Chapter 0150 in a bank, savings and loan association, or credit union approved by the

Chapter executive committee; 2) pay expenditures upon receipt of supporting statement; and 3) prepare a monthly treasurer's statement and give a copy to the secretary for safekeeping.

Article VI. Delegates

The president of Chapter 0150 shall automatically be a delegate to the NARFE National Conference by virtue of the office. Chapter 0150 members, to be eligible as delegates to the National Conference must have paid both Chapter and National dues, and have attended four (4) of the nine meetings for the annual year.

Article VII. Committees

The president may appoint ad hoc and other special committees desirable. Until their work is completed, each committee will provide updates about their work at the monthly chapter meeting.

Article VIII. Meetings

Section 1. The regular meetings of the Chapter shall be held monthly, except there shall be no meetings in July, August and December. The time, place and date of the meetings will be decided by a vote of the members and published in the Chapter newsletter. In odd numbered years, the election of new officers will be held at the regular May meeting.

Section 2. A quorum for conducting chapter business shall consist of 10 Chapter members.

Section 3. The order of Business at each meeting will be:

Moment of Silence

Pledge of Allegiance

Welcome new members and/or guests

Secretary's Report

Treasurer's Report

Legislative Report

Other committee Reports, (Service Officer, Sunshine)

Unfinished business

New business

Other business or announcements

Speaker or presentation

Next meeting, time and place

Adjournment

Section 4. Special meetings shall be called by the Chapter president when necessary.

Article IX Parliamentary Authority

The provisions found in Robert's Rules of Order Newly Revised shall govern Chapter business in all matters not in conflict with the Chapter ByLaws or the Association's Articles of Incorporation and National ByLaws.

Carol A. Olson

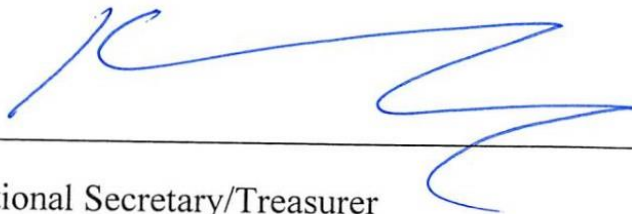
Chapter Secretary

10-22-19

Date

APPROVED at National Headquarters

Kathryn E. Hensley



National Secretary/Treasurer

7/2/2020

Date