

February 26, 2026

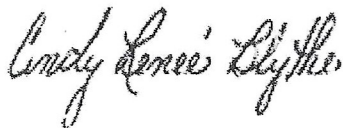
Mr. John Simes
President of Chapter 2247
822 Bama Breeze Drive
Daytona Beach, FL 32124-3799

Dear Mr. Simes:

We have carefully reviewed your revised bylaws for Ormond Beach Chapter 2247, 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 Towanda Franklin at fedchpsrvcs@narfe.org. Thank you for your cooperation in this matter and your continued support of NARFE.

Sincerely,



Cindy Renee Blythe
National Secretary/Treasurer

Enclosure



January 19, 2026

**NARFE CHAPTER 2247 -
ORMOND BEACH
BYLAWS**

ARTICLE I - NAME

The name of this organization shall be: The Ormond Beach Chapter of the National Active and Retired Federal Employees (NARFE), Number 2247, located in the City of Ormond Beach, State of Florida.

ARTICLE II – OBJECTIVES AND PURPOSES

Section 1. The objectives and purposes of this Chapter shall be to facilitate those of NARFE (the Association) set forth in paragraph 3 of the Association's certificate of incorporation. In furtherance of these objectives, this chapter shall conform with the bylaws of the Association and shall operate in unity with the policies established by the Association's national conferences and its National Executive Board, together with such other activities looking toward the preservation of American institutions and ideals as shall be espoused by the Association.

Section 2. The chapter shall not enter into activities, arrangements or agreements which are in conflict with programs or activities of the association.

Section 3. The chapter shall endeavor to assist members at times of stress or grief or other personal problems if requested.

ARTICLE III – MEMBERSHIP

Membership in this chapter shall be accorded to those individuals who fulfill the requirements and qualifications set forth in the bylaws of the NARFE and who are members in good standing of the national association at the time of application.

ARTICLE IV – OFFICERS

Section 1. The elected officers shall be President, Vice-President, Secretary, Second Secretary and Treasurer. Other officers shall be appointed by the President subject to the approval of the elected officers. Those appointed officers are Membership Chair,

Legislative Chair, NARFE-PAC Chair, Public Relations Chair, Service Officer, Alzheimer's Chair, Chaplain, Parliamentarian, and Historian. All Chapter officers, elected and appointed, shall be members of the National Association. Chapter Officers shall be chapter voting members (chapter dues paying). Officers shall be elected by a majority vote of members present to serve for one year, or until their successors are elected and installed. In the case of a tie vote, the election will be decided by the Executive Committee by a show of hands. Officers assume duties on adjournment of the Meeting at which they are elected.

ARTICLE V - DUTIES OF OFFICERS

Section 1. **PRESIDENT**: The President shall serve as the chief executive officer of the Chapter and shall, in general, supervise and control the affairs of the Chapter. The president shall preside at all meetings of the Chapter and of the Executive Committee. The President shall also serve as a member ex-officio, with the right to vote on all committees except the Nominating Committee, and shall make all required appointments of standing and special committees with the approval of the Executive Committee.

Section 2. **VICE-PRESIDENT**: The Vice-President shall assume the duties of the President in the event of the President's absence or inability to serve. The Vice-President shall be Chairperson of the Membership and Public Relations Committees and shall perform other duties as delegated by the President or Executive Committee.

Section 3. **SECRETARY**: The Secretary shall mail notice and agenda of meetings, record minutes of all general and special meetings, and meetings of the Executive Committee. The Secretary shall maintain a current membership list and shall perform such other duties as may be delegated by the President or the Executive Committee.

Section 4. **SECOND SECRETARY**: The Second Secretary shall assume duties of the secretary in the event of secretary absence or inability to serve. The Second Secretary shall also perform other duties as delegated by the President or Executive Committee.

Section 5. **TREASURER**: The Treasurer shall manage all funds and securities of the Chapter, subject to the approval of the Executive Committee. The Treasurer will prepare complete and accurate financial statements for the submission to the Executive Committee and the general membership. The treasurer shall perform other duties as delegated by the President or the Executive Committee.

ARTICLE VI - COMMITTEES

Section 1. **EXECUTIVE COMMITTEE**: The Executive Committee shall consist of the elected officers and immediate past president and shall manage the affairs of the Chapter between regular meetings; shall approve vacancies in offices that were filled by the President; shall approve standing and special committees appointed by the President and shall carry out any other duties assigned. A quorum of three (3) of the five (5) elected officers must be present to have a meeting. The Executive Committee shall fill a vacancy

in any office and shall exercise such other functions as the chapter may prescribe. The Executive Committee shall not modify any action taken by the general membership.

Section 2. STANDING COMMITTEES: These committees shall be Nominating, Executive, Membership, Legislative Advocacy, Public Relations, Program, Sunshine (Health and Happiness), Social, Member Communications, Audit, and Ways and Means. All Chapter members are ex-officio members of the Membership Committee.

Section 3. The duties of all Chapter Committees shall be according to those prescribed in National Chapter and Federation Officers Manual.

ARTICLE VII – CHAPTER MEETINGS

Section 1. Regular meetings of the Chapter shall be held on the third Monday of each month from September to May unless a meeting is omitted by previous Chapter vote or by action of the Chapter Executive Committee with due and reasonable notice to members. The regular meeting in September shall be the Annual Meeting.

Section 2. Regular Chapter and special meetings may also offer a virtual link, via Zoom, for those members who cannot make the meeting in-person. The virtual component will be for Chapter business only, and terminate following that portion of the meeting. The Zoom link will be sent with the meeting notice reminder.

Section 3. Special meetings shall be called by the Chapter President when necessary or upon written request of one-fourth of the Chapter's voting members. Written notice of all special meetings shall be given to each Chapter voting member at least ten (10) days before such meeting. The notice must state the specific purpose for which the special meeting is called.

Section 4. A quorum shall consist of ten (10) percent of the Chapter's voting members present, but less than a quorum may adjourn to meet at a future date of which due notice shall be given to all voting members. The members may be in-person or virtual attendees.

ARTICLE VIII – VOTING AND ELECTIONS

Section 1. Voting by the members, either in-person or virtually, shall be by show of hands. If a member cannot be present, he may give his vote in writing to another member.

Section 2. The Nominating Committee shall present an approved slate of officers at the April meeting for election and installation at the May Meeting. Nominations may be made from the floor.

ARTICLE IX – FINANCES

Section 1. The chapter shall fix Annual Chapter dues as necessary to meet the expenses of carrying out its business and functions.

Section 2. The Fiscal Year of the Chapter shall be January 1 through December 31.

Section 3. Dues payment and gifts or contributions to NARFE are not deductible for Federal income tax purposes.

Section 4. The chapter shall conduct a financial audit yearly or at the change of treasurer.

ARTICLE X- ORDER OF BUSINESS

Salute to the Flag
Invocation
Program
Reading and Approval of Minutes and Correspondences
Treasurer's Report
Committee Reports
Unfinished Business
New Business
Adjournment

ARTICLE XI – AMENDMENTS

Section 1 The bylaws may only be amended by concurrence of two-thirds of the voting members present at a regular meeting. Written notice of the proposed amendment(s) needs to be transmitted to all chapter voting members not less than 60 days before the meeting at which the vote is taken. Amendments may be proposed by a Bylaws Committee or by the Executive Committee.

Section 2. A copy of the approved amended bylaws must be forwarded to the National Secretary for review. Amendments shall then be approved at National Headquarters before becoming effective.

ARTICLE XII – PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Newly Revised, shall govern meetings of this Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

