

BY-LAWS



Revised Edition (May 9, 1989)

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**Navy League of the United States
Sacramento Council**

BY LAWS OF THE NAVY LEAGUE OF THE UNITED STATES.

SACRAMENTO COUNCIL – May 9, 1989 (Updated for electronic transfer July 4, 2004)

ARTICLE I – NAME AND ADDRESS

Section

- 1: The name of the Council shall be, “The Navy League of the United States, Sacramento Council”.
- 2: These bylaws are intended to supplement the National Bylaws of the Navy League and regulations governing local councils as promulgated by the Navy League of the United States
- 3: The official address for the Council shall be: Navy League of the United States, Sacramento Council, P.O. Box 162987, Sacramento, CA 95816.

ARTICLE II – OBJECTIVE AND PURPOSE

Section

- 1: The objective and purpose of the Council shall be educational and to that end to acquire and disseminate to citizens of the United States information as to the condition of the naval forces and equipment of the United States, and to increase interest and cooperation in all matters tending to improved maritime efficiency. No declarations of the policy of the Council shall be made in contradiction of the policy of the Navy League. The objectives will be to carry out in this area the aims and purposes of the Navy League as established by the National Board of Directors.

ARTICLE III – MEMBERSHIP

Section

- 1: Classes of membership are as established in the National Bylaws. To be eligible for membership in this Council, one must be a member of the National Organization. No person shall be denied membership due to sex, race, religion, or national origin.
- 2: Dues shall be in the amount set by the National Organization for each established class of membership; such dues to be paid directly to the National Treasurer. Council dues may be established by the Council Board of Directors and shall be paid to the Council Treasurer on such date as the Board determines.
- 3: Members whose dues are current shall be considered Members in good standing and shall have all resulting rights and privileges of membership, including the right to vote and to serve as Council officers and/or on the Council Board of Directors.
- 4: An individual’s membership shall be terminated for failure to pay required dues or assessments within 30 days of the due date. A member may resign by this Council.

ARTICLE IV – PROHIBITIONS

Section

- 1: No officer or member of the Council shall undertake in the name of the Council or the Navy League, any action intended to prejudice the aim of or the established policies of the Council or the Navy League, and no member shall communicate with any Department of the United States Government in the name of the Navy League on general policy matters without the approval of the Council President and the National President.
- 2: No use shall be made of the Navy League name, logo, seal, or other symbol or indicia of the League, including lists of members’ names and addresses, for any purpose other than direct fulfillment of the mission of the Navy League.

- 3: The carrying on of propaganda, or otherwise attempting to influence legislation is prohibited. The Council shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.
- 4: Notwithstanding any other provision of these articles, the Council shall not carry on any other activity not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code (or the corresponding provisions of any future United States Internal Revenue law).

ARTICLE V – OFFICERS AND DIRECTORS

Section

- 1: This Council shall have the following elected officers: President, Senior Vice President, one or more Vice Presidents, Secretary, Treasurer, and Judge Advocate. Additional Vice Presidents may be elected for functional areas as required.
- 2: The Board of Directors shall consist of the officers, the immediate past President, and a minimum of ten elected Directors. The President may appoint Directors with confirmation by the Board of Directors at its next meeting.
- 3: The Officers and Directors of this Council shall be elected for a term of one year or until their successors are installed. The President shall not be elected for more than two consecutive terms.
- 4: Officers and a minimum of ten Directors shall be elected by a majority of those members present and voting, by secret ballot unless there is but one candidate for an office, in which case election may be by voice vote. General elections shall be held at the Annual Meeting. Installation of new Officers and Directors shall follow the elections at the Annual Meeting. The President shall have the authority to fill a vacancy, should one arise, subject to ratification by the Board of Directors at its next meeting.
- 5: In the event of the death, resignation, or incapacity of the President, the Senior Vice President shall become the President. In the event of the death, resignation, or incapacity of any other elected officer, the President shall have the authority to fill a vacancy until the next annual meeting, subject to ratification by the Board of Directors at its next regular meeting.

ARTICLE VI – DUTIES OF OFFICERS AND DIRECTORS

Section

- 1: The control and management of this Council's assets and affairs shall be vested in the Board of Directors. The Board may adopt and amend bylaws subject to confirmation by the membership (see ARTICLE XII). Council Bylaws and amendments must be consistent with National Bylaws and with the policies, purposes and objective of the Navy League.
- 2: The President shall direct the activities of the Council; preside at meetings including those of the Board of Directors; appoint committee chairmen, assure compliance with National Bylaws and regulations governing local Councils; submit the Council's Annual Report and other reports requested by higher authority; represent the Council in public affairs and in National, Regional and State organization activities.
- 3: Vice Presidents shall assist the President. Vice Presidents may serve as chairmen of major committees, represent the Council at events which the Council President is unable to attend. The Senior Vice President shall understudy the duties if the Council President.
- 4: The Secretary shall maintain Council records such as bylaws, minutes of meetings, election results and membership roster, handle correspondence as designated by the President, and provide appropriate notice of meetings.
- 5: The Treasurer shall maintain all financial records of the Council including a record of all receipts and expenditures of Council funds; establish the Council's bank account; sign checks for all disbursements; prepare and oversee the Council's budget; submit a monthly report to the Board of Directors and an annual report to the membership; prepare the financial portion of the Council's annual report; and arrange for the annual audit of the Council's financial matters.
- 6: The Judge Advocate shall advise the Council President and Officers on legal matters affecting the Council and interpret bylaws and regulations.

ARTICLE VII – COMMITTEES

Section

- 1: An Executive Committee, of which the President shall be the Chairman, shall consist of the immediate Past President, Senior Vice President, Secretary, Treasurer, Judge Advocate, and one member whom the President shall appoint from the other elected officers. The Executive Committee shall handle emergency problems in operations of the Council. It shall exercise all powers of the Board of Directors when the Board is not in session, subject to ratification by the Board at its next meeting, except as to the selection of officers and amendments to the Bylaws. To conduct business, four members of the Executive Committee must be present. Any action to be taken shall require the consensus of a minimum of three members.
- 2: A Nominating Committee shall be appointed annually by the President. The Nominating Committee shall be comprised of two current Council Officers, two Council members, and a former Council President who has not held office within the two preceding years. Notice of membership in this committee shall be announced sixty days in advance of the annual meeting and a report of the Committee shall be made to the membership at least thirty days prior to the annual meeting. The Nominating Committee shall select at least one nominee for each office. Additional nominations may be made from the floor at the Annual Meeting. The Chairman of the Nominating Committee shall be elected by vote of the Committee from within its membership.
- 3: The Board of Directors may, at their discretion, create an Advisory Committee of representative citizens to support the work of the Council.

ARTICLE VIII – MEETINGS

Section

- 1: The Board of Directors shall meet at least once each quarter upon call by the President. One-third of the Board of Directors shall constitute a quorum. Upon written request to the President by any three members of the Board, the President shall call, within three weeks, a meeting of the Board. Should the President fail to call such meeting so requested within the prescribed time, the requestors may issue such a call, reciting the President's failure, and any meeting held pursuant to such call shall be a legal meeting, and its acts and proceedings as valid and binding as though such meeting had been called by the President.
- 2: The general membership of this Council shall meet at least once each year upon call by the President. 10% of the membership shall constitute a quorum. The annual meeting and election of officers shall be held during the last quarter of the fiscal year.
- 3: Minutes of all meetings of the Board and general membership will be recorded and retained by the Secretary (or an acting Secretary) and copies thereof provided upon request.
- 4: The rules set forth in the current edition of Robert's Rules of Order Newly Revised shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order that the Council may adopt.

ARTICLE IX – FINANCING AND EXPENDITURES

Section

- 1: Funds for the operation of the Council will be provided from refunds on new and renewal membership received from National Headquarters. The treasury fund may be supplemented by solicitation of funds, or other proper means, but an accounting of all such funds and expenditures therefrom shall be included in the Treasurer's report submitted to National Headquarters.
- 2: No money shall be authorized to be expended and no contract or obligation incurred in the name of or on behalf of this Council beyond the money actually in hand, appropriated, and set aside for the purpose.
- 3: The fiscal year shall conform with that of the Navy League of the United States, currently January 1 through December 31, and an audit of the Council's financial matters shall be held annually within 60 days after the close of the fiscal year.

4. All funds received for new or renewal memberships in the Navy League shall be sent to the National Headquarters after having been duly recorded by the Council. Membership cards and publications of the Navy League are forwarded to new members from National Headquarters.
5. No refunds from National Headquarters to this Council can be expected if this Council fails to comply with the Bylaws of the Navy League of the United States.

ARTICLE X – ADMINISTRATIVE MATTERS

Section

- 1: An Annual Report is to be submitted to National Headquarters no later than ten days after the close of the fiscal year. The Report will show the names and addresses of the Council Officers, the names of Committee Chairmen For the forthcoming year, a membership tabulation, a detailed report of receipts and expenditures of the immediately preceding year, a balance sheet as of the close of the fiscal year, and a summary of major activities for that year. The Report is addressed to the National President with copies to the respective State and Region Presidents.
- 2: Uniform stationery as described in the Operations Manual shall be used by forwarding to the National Corporate Secretary, with a copy to the Council President, a resignation in writing. Such resignations shall be effective when received by the Corporate Secretary or when indicated in the letter of resignation.
3. Whenever the masculine form is used herein, the feminine form is intended to be included.

ARTICLE XI – AMENDMENTS

Section

- 1: These Bylaws shall not be amended unless the amendment has been approved by the Board of Directors and subsequently confirmed by a two-thirds vote of the members present at a general meeting.

ARTICLE XII – MISCELLANEOUS

Section

- 1: No part of the funds of the organization shall inure to the benefit of, or be distributable to, its members, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Internal Revenue Code Section 501©(3) purposes.

ARTICLE XIII – DISSOLUTION

Section

- 1: In the event of revocation of the Council Charter, or dissolution of the Council for any reason, the Council President shall cause to be transferred to the National Treasurer all funds remaining in the treasury of the Council at the time it ceases to exist.

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Approved by the Board of Directors: May 9th, 1989.

Adopted by vote of the membership: May 9th, 1989.

**NAVY LEAGUE OF THE UNITED STATES,
SACRAMENTO COUNCIL**

Updated for electronic format: July 4th, 2004 .

BY: _____
Council Secretary

BY: _____
Council President