

BY-LAWS
Door Association for Home and Community Education
Revised and Approved 10/22/19

ARTICLE I – Name

The name of this organization shall be the Door Association for Home and Community Education, hereinafter shall be referred to as County Association.

ARTICLE II – Functions of the County Association

Section 1 - To promote and extend education aimed toward improved family and community living offered by Family Living Programs through the University of Wisconsin-Madison Division of Extension (hereinafter referred to as UW-Extension).

Section 2 – To extend leadership to members in the formulation and implementation of the education programs.

Section 3 – To encourage the active participation of all members in carrying out the business and program of the County Association.

Section 4 – To promote family strengths, leadership development and the State and County Associations for Home and Community Education.

ARTICLE III – Non-profit Education Association

The County Association is a non-profit education association. Any funds received by the County Association for carrying out its purposes shall not accrue to the benefit of individual members. The Door Association for Home and Community Education is a subordinate of the Wisconsin Association for Home and Community Education, Inc. for Federal Internal Revenue group exemption purposes.

ARTICLE IV – Dissolution

The County Association is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. Upon the dissolution of the County Association, the County Council shall, after paying or making provisions for the payment of all the liabilities of the County Association, dispose of all the assets of the County Association exclusively for the purposes of the County Association in such matter, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law) as the County Council shall determine.

ARTICLE V – Membership and Dues

Section 1 – Membership in Door Association for Home and Community Education is open to all persons without regard to sex, race, color, age, handicap, religion, national origin or economic circumstances, and this Association is not segregated.

Section 2 – Membership in Door Association for Home and Community Education may be obtained through enrollment in a local club or by paying dues to the County Treasurer as an Individual Member.

Section 3 – Any club which has completed its organization or any Individual Member shall be eligible to active membership by subscribing to the By-Laws of the County Association and paying annual membership dues.

Section 4 – The annual dues per member, as mandated by the State, District and County and defined in Standing Rules Section 6 – Income and Dues, shall be payable to the County Treasurer and shall be budgeted for the following calendar year.

Section 5 – Each club holding membership in this County Association shall be entitled to two (2) voting delegates at County Association Council meetings. Individual members do not have voting privileges, but may attend the meetings.

Section 6 – An Individual Member is a person paying dues directly to the County Association, and is not affiliated with a club.

ARTICLE VI – Election of County Officers and Coordinators

Section 1 – The officers and coordinators of the County Association shall be: President, President Elect (*if necessary*), Vice President – Family and Community Life, Secretary, Treasurer, Cultural Arts Coordinator(s), Membership/Marketing Coordinator, WI Bookworms Coordinator and International Coordinator (*if necessary*). These officers shall be elected and installed at the Fall County Association meeting. Their terms will be for three (3) years, with the option of additional 3-year terms.

Section 2 – Nomination and election shall consist of the following every three (3) years to be elected and installed at the Fall County Association meeting and take office for each term beginning January 1 following election.

Starting 3-year term 1/1/20

President
Vice President Family & Community Life
Wisconsin Bookworms Coordinator
International Coordinator

Starting 3-year term 1/1/21

Secretary
Membership/Marketing Coordinator

Starting 3-year term 1/1/22

Treasurer
Cultural Arts Coordinator(s)

Other Officers/Coordinators

- *election held in Fall, if necessary*
President-Elect

Section 3 – All candidates shall be contacted for their consent before their names are submitted for nomination.

Section 4 – Nominations may be made from the floor by any voting delegate in the meeting at which election is held, provided written or verbal consent has been secured from a qualified candidate. If the candidate is present, verbal consent will be enough. Elections shall require a majority of votes cast.

Section 5 – Vacancies occurring between regular meetings of the County Association shall be filled as follows: Office of President by Vice President or President Elect. Other officers shall be filled by appointment by the County President (with unanimous decision of the Executive Board) and will serve until the next Fall County Association meeting.

ARTICLE VII – County Association

Section 1 – The general direction of the County Association shall be vested in the County Association, which shall consist of the County Association Executive Board (officers, coordinators, and club presidents) and one additional representative from each County Association club.

Section 2 – At least two (2) meetings of the County Association shall be held annually, one in Spring and one in Fall. Other meetings may be arranged as needed by the Executive Board.

Section 3 – Voting delegates shall be the County Association Executive Board (officers, coordinators and club Presidents) and one additional voting delegate from each of the County clubs (generally the club Secretary).

Section 4 – A quorum shall consist of at least five (5) County Association Executive Board members and other eligible voting delegates.

ARTICLE VIII – County Association Executive Board

Section 1 – The general direction of the County Association shall be vested in the Executive Board, which shall consist of the following:

- a. Officers of the Door Association for Home and Community Education
- b. Club Presidents
- c. Wisconsin Bookworms Coordinator
- d. Membership/Marketing Coordinator
- e. Cultural Arts Coordinator(s)
- f. International Coordinator
- g. Any District or State officers residing in the County

Section 2 – The Door County UW-Extension Educator may serve as advisor to the Executive Board.

Section 3 – Any member shall have the right to appear before the Executive Board at any time to state any grievance or urge special action upon any matter pertaining to the welfare of the organization.

Section 4 – A quorum of the Executive Board shall consist of a majority of members present, but not less than three members present.

ARTICLE IX – County Education Program

Section 1 – The County Association will establish an education program for their members according to the needs of the County and following the issues and focus areas of the State Association.

Section 2 – The County Association Education Program will be implemented, upon approval by the Executive Board, by:

- Programs Committee
- Vice President Family and Community Life
- Wisconsin Bookworm Coordinator
- International Coordinator
- Membership/Marketing Coordinator
- Cultural Arts Coordinator(s)

Section 3 – The Door County UW-Extension Educator may serve as advisor to the County Association Officers, Coordinators and Standing Committee Chairs.

ARTICLE X – Standing Committees

Section 1 – A Budget Committee shall consist of the Treasurer (as chair) and representatives of the Executive Board. The committee shall prepare and present the annual budget at the Fall County Association meeting.

Section 2 – A Program Committee shall consist of volunteers from the membership who shall work with County Association and the Door County UW-Extension Educator in planning and implementing the County Association education program, with the approval of the Executive Board. The Committee shall supply ideas and information for programs to local clubs.

Section 3 – A Newsletter Committee shall consist of the Membership/Marketing Coordinator (as chair) and volunteers from the membership. The committee shall write, edit and evaluate the County Association newsletter with input from the membership.

Section 4 – A Scholarship Committee shall consist of the Vice President Family and Community Life (as chair) and volunteers from the membership. The committee shall publicize the availability of and select the recipient of the annual Door Association for Home and Community Education Scholarship.

Section 5 – A By-Laws and Standing Rules Committee shall consist of the County Association President, President Elect and others appointed by the Executive Board. The committee shall be appointed every three (3) years to review current by-laws and standing rules and to propose amendments. In the years when there is no President Elect, the President shall appoint a member of the Board to fill the position.

ARTICLE XI – Special Projects Committees

Special project committees can be convened by the Executive Board as the need and interest arises.

ARTICLE XII – Authority in Parliamentary Law

The rules contained in Roberts Rules of Order shall govern this County Association.

ARTICLE XIII – Amendments

The By-Laws may be amended at any regular meeting of the County Association by a majority vote of the ballots cast, provided notice of proposed amendments have been sent to the voting delegates thirty (30) days prior to the time of voting.

ARTICLE XIV – By-Law Suspension

The By-Laws may be suspended in case of a necessity at any regular meeting of the County Association by the unanimous vote of the members present.