**North Carolina Association of Blind Students (NCABS)**

***OUR MISSION***

* Connect blind students across North Carolina.
* Advocate for equal education opportunities.
* Provide important information/resources

***OUR CONSTITUTION***

THE CONSTITUTION OF THE NORTH CAROLINA ASSOCIATION OF BLIND STUDENTS

OF THE NATIONAL FEDERATION OF THE BLIND OF NORTH CAROLINA

Enacted Monday, November 12, 2007 Revised: Saturday, September 8, 2012, revised: Saturday, September 14, 2013 Revised: Saturday, September 23, 2017

**ARTICLE I – NAME**

The name of this organization shall be North Carolina Association of Blind Students.

**ARTICLE II – MISSION**

Our mission is to represent blind students in North Carolina enrolled in secondary and post secondary education programs; to advocate for equal education opportunities; to provide important information and resources to students and to remain an integral component of the National Federation of the Blind of North Carolina.

**ARTICLE III – MEMBERSHIP**

To comply with the constitution of the National Federation of the Blind of North Carolina and the National Federation of the Blind, a good faith effort shall be made by this organization to maintain a membership consisting of a majority of blind members.

**Section One – Members’ Rights**

A. All blind Members shall have the right to hold office, vote, serve on committees, and speak on the floor.

B. All sighted Members shall have the right to vote, serve on committees, and speak on the floor.

**Section Two – Membership Eligibility**

Members of this organization may be blind or sighted students. Members shall be active members of the National Federation of the Blind of North Carolina and pay dues annually.

**Section Three – Expulsion**

Any member may be expelled for violation of this Constitution or for conduct unbecoming to a member of the Federation by a two-thirds (2/3) vote of members present and voting at any regular business session of this organization. Any person who feels that he/she has been unjustly expelled from this organization may appeal to the Board of Directors of the National Federation of the Blind of North Carolina.

**ARTICLE IV – OFFICERS AND THEIR DUTIES**

**Section One — Elections of Officers**

There shall be elected annually, a President, a First Vice President, a Second Vice President, a Secretary, and a Treasurer. The board shall not be comprised of more than two-thirds of the membership. In the case where the board is comprised of less than five members, offficer duties will be assigned by the President. A single individual shall not assume the duties of both President and Treasurer. The terms of these officers shall begin at the close of the State Convention at which they are elected. Officers shall be elected by a majority vote of members who are present and voting. Voting may take place by voice, counting of hands, or secret ballot as deemed necessary by those present and voting. There shall be no proxy voting. If no nominee receives a majority vote on the first ballot, the name of the person receiving the fewest votes shall be dropped from the list of nominees; and a second ballot shall be taken. This procedure shall continue until one of the nominees has received a majority vote from the Members present and voting. The duties of each officer shall be those ordinarily associated with that office.

**Section Two – Replacement of Officers**

Should the President, for any reason, be unable to complete his/her term of office, his/her duties shall be assumed by the Vice President. Replacement of the First Vice President, the Second Vice President, the Secretary, and the Treasurer shall be by appointment of the President.

**Section Three,   Leadership Position Descriptions**

These descriptions outline the leadership positions within NCABS. The President, First Vice President, Second Vice President, Secretary, and Treasurer are elected each year, and committees are formed on a need basis. All aspiring officers must display good character, and a strong knowledge of the NFB and its philosophy. Officers must pay their annual membership fee to run for office, and are strongly encouraged to attend the annual business meeting at the NFB of NC convention. During the business meeting, candidates will be allotted one minute explaining why they want their position, and why they feel they will be successful as well as answer any questions posed by members.

President

The president oversees NCABS and delegates tasks to board members. The president must have a tangible vision for their year of service, and work with the board to implement this vision through strong leadership and delegation. The president must exhibit a strong NFB philosophy, and be an available example in his or her everyday life. The president must be willing to represent NCABS at functions such as NFB of NC state board meetings, and must maintain a report on NCABS that can be shared at outside functions. The president must present an annual report of the previous year at the business meeting, and during an NFB of NC convention general session. The president must maintain contact with the NFB of NC state board as well as the National Association of Blind Student board. The president must also complete any other tasks decided upon by NCABS.

First Vice President

The first vice president must act in the place of the president during the president’s absence.  The first vice president must also complete any other tasks decided upon by NCABS.

Second Vice President

The second vice president must assist the president and first vice president in the management of NCABS operations.  The second vice president must also complete any other tasks decided upon by NCABS.

Secretary

The secretary is responsible for keeping up with all NCABS related documents. The secretary must be competent in using word processing and spreadsheet software, email, and social networking sites. The secretary must distribute announcements about upcoming events such as student seminars or conference calls. During each NCABS meeting, the secretary must take minutes in the proper form and distribute them to the webmaster and the email list no later than 48 hours following the call. The secretary must maintain and update a membership database, and locate missing contact information when necessary. The secretary must keep up with registrations to all NCABS events, and complete any other assignments decided upon by the NCABS board.

Treasurer

The treasurer must be competent in the areas of math and handling money. The treasurer must have access to a bank branch that holds the account for the organization and be willing to travel to the bank to withdraw and deposit money. The treasurer is responsible for collecting all membership and event fees, and for making any purchases approved by NCABS. The treasurer must keep an updated treasury report, and be ready to present this report during any NCABS meeting. The treasurer must maintain good character, and is subject to scrutiny from the board should any suspicion arise. The treasurer must also complete any other assignments delegated by NCABS.

Committee Chair

Committee chairs are not on the NCABS board, but work closely with the board on specific assignments. Committee chairs are responsible for overseeing other committee members by delegating tasks and assisting other members. They also must keep documentation of what each member is doing, and results of their tasks, and be ready to report this information to any board member or during an NCABS meeting.

Committee Member

Committee members work with committee chairs to complete specific tasks decided on by NCABS. Committee members should be delegated specific responsibilities, document their completion, and stay in communication with and report to the Committee chair.

**ARTICLE V   BOARD OF DIRECTORS**

The Board of Directors of this organization shall consist of the five (5) constitutional officers. The Board shall meet at least two (2) times a year. Special meetings may be held at the call of the President or on written call signed by any three (3) of the board members. The Board shall advise the President and shall have charge of the affairs of the organization between meetings. At least two (2) members of the Board must be present at any meeting to constitute a quorum to transact business. The Board may be polled by telephone, email or mail ballot on any question.

**ARTICLE VI – MEETINGS**

**Section One – Regular Meetings**

This organization shall meet annually at the state convention of the National Federation of the Blind of North Carolina.

**Section Two – Other Meetings**

The President may call other meetings of the membership at any time he/she or a majority of the Board of Directors deems necessary. At such special meeting at least twenty-five (25) percent of the voting members must be present to constitute a quorum to transact business.

**Section Three – State of the Division Address**

At the annual meeting, the sitting President of the North Carolina Association of Blind Students shall give a “State of the Division” address, reporting on the membership and activities of the Division over the past year.

**ARTICLE VII – COMMITTEES**

The President may appoint such committees, as he/she or the organization deems necessary.

**ARTICLE VIII – AFFILIATION**

The North Carolina Association of Blind Students shall be an affiliate of the National Association of Blind Students and a division of the National Federation of the Blind of North Carolina. This organization shall furnish to the President of the National Association of Blind Students and the President of the National Federation of the Blind of North Carolina, August 1st, a list of the names and addresses of its members and elected officers. Further, a complete financial report showing all financial transactions for the previous calendar year shall be furnished to the State President on August 1st for appropriate accounting purposes and to comply with 501(c)(3) requirements and for Internal Revenue Service purposes. A copy of the Constitution of the North Carolina Association of Blind Students and of all amendments to the Constitution shall be sent to the President of the National Federation of the Blind of North Carolina immediately upon adoption.

The North Carolina Association of Blind Students shall not merely be a social organization, but shall formulate programs and actively work to promote the educational, economic and social betterment of the blind. This organization shall comply with the provisions of the Constitution of the National Federation of the Blind of North Carolina. Policy decisions of the National Federation of the Blind and the National Federation of the Blind of North Carolina (whether made by the State or National Convention or the State or National Board of Directors) are binding on this organization and this organization shall participate affirmatively in carrying out policy decisions. As a condition of affiliation, it is agreed by this organization that the National Federation of the Blind (whether by action of the State or National Convention or the State or National Board) has the power to expel or discipline an individual member and to expel or reorganize a state affiliate or local chapter. In the event of reorganization, the assets of this organization belong to the reorganized chapter; and the former chapter shall dissolve and cease to exist.

The name National Federation of the Blind, Federation of the Blind or any variant thereof is the property of the National Federation of the Blind. This organization, if it ceases to be a part of the National Federation of the Blind (for whatever reason), shall forfeit the right to use the name National Federation of the Blind, Federation of the Blind, or any variant thereof.

**ARTICLE IX – DUES**

The dues of this organization shall be $5 in addition to the dues imposed on members generally by the National Federation of the Blind of North Carolina and shall be payable at the NFB of NC convention each year or by mail to the treasurer when possible. No person may vote who is delinquent in the payment of his/her dues at the beginning of the annual business meeting. The amount equal to the membership dues of the NFB of NC will be sent by the Treasurer to the Treasurer of the National Federation of the Blind of North Carolina to cover the cost of dues in the National Federation of the Blind of North Carolina and the National Federation of the Blind.

**ARTICLE X – DISBURSEMENT OF FUNDS**

The funds of this organization shall be deposited in a bank to be selected by the Treasurer with the approval of the President. All financial obligations of this organization shall be discharged on written order by the President and signed by the Treasurer, or in his/her absence or incapacity, the President may sign such check(s). The Treasurer shall give a financial report at the Annual Business Meeting of this organization.

**ARTICLE XI – DISSOLUTION**

In the event of the dissolution of this organization, or if (for whatever reason) it ceases to be a division of the National Federation of the Blind of North Carolina, its assets shall be given to the National Federation of the Blind of North Carolina to be held in trust for a reorganized chapter. In the event no chapter is organized in the area for a period of two (2) years from the date this organization ceases to be a division of the National Federation of the Blind of North Carolina, the assets become the property of the National Federation of the Blind of North Carolina.

**ARTICLE XII – AMENDMENTS**

This Constitution may be amended at any regular meeting of this organization by an affirmative vote of two-thirds (2/3) of the voting members and voting, provided the proposed amendment has been submitted to all members electronically or in writing and provided it is in compliance with the provisions of the Charter of Affiliation received from the National Federation of the Blind and with the policies of the National Federation of the Blind of North Carolina.

**NFB PLEDGE**

I pledge to participate actively in the efforts of the National Federation of the Blind to achieve equality, opportunity, and security for the blind; to support the policies and programs of the Federation; and to abide by its constitution.