# Constitutions Model NFBF Model Constitution: Division of Affiliate CONSTITUTION OF THE \_\_\_\_\_\_\_ DIVISION OF THE NATIONAL FEDERATION OF THE BLIND OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Revised February 23, 2021*

## ARTICLE I. NAME

The name of this organization shall be the \_\_\_\_\_\_\_\_\_\_\_\_\_, a Division of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

## ARTICLE II. PURPOSE

### Section One

The purpose of this organization is to serve as a division of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; to be a vehicle for collective action by the blind of the affiliate and of the nation; to function as a mechanism through which the blind and interested sighted community can come together to plan and carry out programs to improve the quality of life for the blind; to promote the vocational, cultural, and social advancement of the blind; to achieve the integration of the blind into society on a basis of equality with the sighted; to focus attention upon the problems faced by blind people in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (list specialized profession or interest area); and to take any other action which will improve the overall equality of the blind.

*Ex. The purpose of this organization shall be to create a climate of opportunity for blind children in home, school, and society; to provide information and support to parents of blind children; to facilitate the sharing of experience and concerns among parents of blind children; to develop and expand resources available to parents and their blind children; to help parents of blind children gain understanding and perspective through partnership and contact with blind adults; and to function as an integral part of the National Federation of the Blind in its ongoing effort to eliminate discrimination and prejudice against the blind and to achieve for the blind security, equality, and opportunity.*

### Section Two

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a Division of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ must not merely be a social organization but must formulate programs and actively work to promote the economic and social betterment of the blind.

## ARTICLE III. MEMBERSHIP

### Section One

The members of this organization shall be blind \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (list specialized profession or interest area), and others interested in promoting the purposes of this organization. The members of this organization are members of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the National Federation of the Blind and shall have the same rights, privileges, and responsibilities as other members of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the National Federation of the Blind.

### Section Two

This organization shall be made up primarily of blind people, and it shall be controlled by the blind. A majority of its voting members must be blind.

### Section Three

Any member may be expelled for violation of this Constitution, for violation of the policies of the National Federation of the Blind, or for conduct unbecoming to a member of the Federation, by a majority vote of the active members present and voting at any regular business session of this organization, or by two-thirds vote of the Board of Directors. The National Convention of this organization may reinstate any person who has been expelled. Any person who feels that they have been unjustly expelled from this organization may appeal to the Board of Directors of the National Federation of the Blind, which may (at its discretion) consider the matter and make a binding decision. Unless the decision to suspend or expel is reversed by the National Convention or by the Board of Directors of the National Federation of the Blind, the ruling of suspension or expulsion shall continue in effect.

(**NOTE**: Articles IV and V deal with the numbers and terms of Officers and Board Members. The suggested structure of the board recommended in this model constitution is suggested for an average size division, ranging from twenty to one hundred members. The larger divisions, those with more than one hundred members, may choose to add a Second Vice President and two additional Board members. As a division grows the members may amend the constitution to grow the structure of the board as needed.

## ARTICLE IV. OFFICERS AND BOARD OF DIRECTORS

There shall be elected annually a President, a Vice President, a Secretary, and a Treasurer. The terms of these officers shall begin at the close of the meeting at which they are elected and qualified. Officers shall be elected by a majority vote of the active members who are present and voting. Election shall be by voice vote, standing vote, or roll call vote, unless at least four-fifths of the active members who are present and voting decide that a secret ballot shall be used. 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 active members present and voting. The duties of each officer shall be those ordinarily associated with that office. The President, the Vice President, and a majority of the Officers must be blind.

## ARTICLE V. BOARD OF DIRECTORS

The Board of Directors of this organization shall consist of the four (4) constitutional officers and two (2) additional members. The two (2) Board Members shall be elected at the same time and in the same manner as that prescribed for the election of officers. The Board shall meet at the call of the President or on request 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 a majority of the members of the Board must be present at any meeting to constitute a quorum to transact business. The Board may be polled by telephone or electronic ballot on any questions. A majority of the Board must be blind.

## ARTICLE VI. MEETINGS

### Section One

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a Division of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ shall hold its annual meeting at the time and place of the annual convention of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The Board of Directors shall conduct the business of the organization between annual meetings.

### Section Two - Other Meetings

Other meetings of the division shall be held upon the call of the president or a majority of the members of the board of directors.

## ARTICLE VII. DUES

The dues for members of this organization shall be $\_\_ per year, payable in advance, but by or before December 31. No person may vote who is delinquent in the payment of his/her dues. The dues expire on December 31 of each year. A list of the officers shall be sent to the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_, as well as to the national division. No person may vote who is in arrears in the payment of his or her dues.

## ARTICLE VIII. AFFILIATION

The organization shall be an affiliate of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the National Federation of the Blind. For so long as this affiliation is in effect the organization will comply with the provisions of the Constitution of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. This organization shall furnish to the President of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at least annually a list of the names and contact information of its members and elected officers. A copy of the Constitution of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_, a Division of the National of the Blind of \_\_\_\_\_\_\_\_\_\_\_ and of all amendments to the Constitution shall be sent for review to the President of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_ and the National Federation of the Blind without delay. Policy decisions of the Federation are binding upon the organization, and the organization will participate affirmatively in carrying out such policy decisions.

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; and if the Organization ceases to be part of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (for whatever reason), the right to use the name National Federation of the Blind, Federation of the Blind, or any variant thereof shall be forfeited.

## ARTICLE IX. 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 the organization shall be discharged by electronic or material check or approved electronic transaction, authorized by the president and signed by the treasurer.

## ARTICLE X. DISSOLUTION

In the event of the dissolution of this organization, all assets shall go to the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

## ARTICLE XI. AMENDMENTS

This Constitution may be amended at any regular meeting of this organization by an affirmative vote of two-thirds of the active members present and voting, provided the proposed amendment has been submitted in writing and read at a previous business session and provided it is in compliance with the provisions of the Charter of Affiliation of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_ and with the policies of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the National Federation of the Blind. Any amendments to this constitution that are not reviewed, accepted, and archived by the board of the National Federation of the Blind of \_\_\_\_\_ and the National Federation of the Blind will not be considered approved policy of the chapter in accordance with the charter of affiliation. Amendments shall be forwarded for approval and reviewed in a timely fashion.

## ARTICLE XII. CODE OF CONDUCT

The \_\_\_\_\_\_\_\_\_\_\_\_\_, a Division of the National Federation of the Blind of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ shall abide by the [National Federation of the Blind Code of Conduct](https://www.nfb.org/about-us/history-and-governance/code-conduct). All individuals within the organization, including all attendees at NFB-sponsored events, are expected to refrain from the unwelcome and harmful misconduct outlined in the Code, including but not limited to discrimination, abuse, misuse of power, sexual misconduct, conflict of interest, fraud, and other forms of misconduct.

### OFFICIAL PLEDGE OF THE NATIONAL FEDERATION OF THE BLIND

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.

for Divisions