**CONSTITUTION**

*Potomac Chapter, National Federation of the Blind*

**ARTICLE I: NAME**

The name of this organization shall be the Potomac Chapter, National Federation of the Blind.

**ARTICLE II: PURPOSE**

The purpose of the PCNFB shall be to advance the general welfare of the blind of the nation; to function as an integral part of the National Federation of the Blind; to serve as a vehicle for collective action by the blind; to operate as a mechanism through which the blind and interested sighted persons can come together to plan and carry out programs to improve the quality of life of the blind; to provide a means of collective action for parents of blind children; to promote and support blind seniors enabling them to lead meaningful lives; to forward the interests of blind students and provide them with a means of joint action and expression; 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; and to take any other action which will improve the overall condition and standard of living of the blind.

**ARTICLE III: MEMBERSHIP**

***Section A:*** Any blind or sighted person demonstrating interest in the problems of the blind shall be eligible for membership in the PCNFB. At all times a majority of the membership shall be blind.

***Section B:*** Any candidate receiving a majority of the votes cast at a regular monthly meeting shall be accepted into the organization.

***Section C:*** A member who fails to pay dues by June 30 and is dropped from the rolls is readmitted upon payment of dues.

***Section D:*** Any member may be expelled for violation of this Constitution 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 meeting of this organization. Such vote shall be taken by secret ballot. The state convention of this organization may reinstate any person who has been expelled unless such expulsion has been confirmed by the National Convention or by the Board of Directors of the National Federation of the Blind, in which event the person may not be reinstated except by the National Convention or by the National Board. 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, which may (in its discretion) consider the matter and make a binding decision.

**ARTICLE IV: OFFICERS AND THEIR DUTIES**

***Section A:*** The officers of this organization shall be: President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Treasurer and three (3) additional board members. The first three officers and the majority of the Board shall be blind. All members of the Board of Directors shall be elected annually and shall be eligible for reelection. All terms of office shall begin on May 1. If the office of the President should become vacant between elections, the First Vice President shall fill the unexpired term. He/she shall be succeeded by the Second Vice President. Any other vacancy shall be filled by election at the next regular meeting.

***Section B:*** The annual election of officers and board of directors shall take place at the April meeting. Any member eligible to vote may request that a secret ballot be cast. A majority of the votes cast shall be sufficient for election. 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.

***Section C:*** The Board of Directors shall consist of the six (6) officers and three (3) additional members and shall meet at least quarterly at the call of the President or a majority of the Board. The Board may take emergency action and shall carry out policies adopted by the membership at regular meetings.

***Section D:*** Duties of each officer shall be such as are usually associated with that office.

***Section E:*** The chapter's funds shall be deposited in a bank selected by the treasurer. Checks must be drawn by the treasurer upon written authorization of the President. The treasurer shall submit a written monthly report of all receipts and expenditures, a copy of which shall be filed with the Recording Secretary to become a part of the minutes of the meeting.

***Section F:*** (1) The Recording Secretary shall keep minutes of all meetings of the PCNFB and the Board of Directors. These minutes must show all motions and contain a summary of all reports. (2) The Corresponding Secretary shall conduct all official correspondence unless such duties shall be specifically delegated to another individual or committee by the President. The Corresponding Secretary shall give notice to all members of all special or regular meetings at least three (3) days in advance thereof.

***Section G:*** The Board of Directors may designate an Assistant Treasurer to assist the treasurer in the performance of the duties of the office under the supervision of the Treasurer.

**ARTICLE V: MEETINGS**

***Section A:*** A regular membership meeting of the PCNFB shall be held once per month unless otherwise determined by a majority vote of the active members present and voting.

***Section B:*** A quorum shall consist of 1/3 (one third) of the paid up members or ten (10) members, whichever is least.

**ARTICLE VI: DUES**

***Section A:*** The annual membership dues shall be set by the chapter.

***Section B:*** Dues must be paid no later than the end of the March Chapter meeting. Any member failing to pay dues by the above date shall be ineligible to vote and hold office. These rights shall be restored upon payment of dues. Any member whose dues remain unpaid through June 30 (thirty) shall be dropped from the membership rolls.

**ARTICLE VII: COMMITTEES**

***Section A:*** The PCNFB shall have standing committees on Membership, Projects, Ways and Means and Legislation. The President shall appoint the chairperson and members of each standing committee by the June meeting. The personnel of standing committees shall serve for one (1) year and may be reappointed indefinitely.

***Section B:*** A nominating Committee, appointed by the President at the March meeting, shall make its report at the April meeting. Nominations shall always be accepted from the floor.

***Section C:*** An Audit Committee, appointed by the President at the March meeting, shall review the financial records of this organization and shall make its report at the April meeting.

***Section D:*** Special Committees may be appointed at any time and shall serve until their purpose has been achieved or they have been dismissed. The President shall appoint the chairpersons and members of special committees.

**ARTICLE VIII RESPONSIBILITIES TO THE STATE**

***Section A:*** On or before January 1 of each year, the Treasurer shall forward to the National Federation of the Blind of Virginia Treasurer $.50 (fifty) for each active member along with a complete roster of the names, addresses, phone numbers and e-mail addresses of all officers, directors and members.

***Section B:*** An NFBV Board of Directors member and alternate shall be elected at the regular monthly meeting following the annual State convention at which officers have been elected, and they shall serve for a two (2) year term.

***Section C:*** Elections of the NFBV Board of Directors member and alternate shall follow the procedures in Article IV, Section B.

**ARTICLE IX: AMENDMENTS**

This constitution may be amended in the following manner: (1) The proposed amendment must be submitted in writing, signed by at least three (3) members in good standing, and shall be presented and considered at any regular membership meeting. (2) It shall be acted upon at the next regular membership meeting, and a 2/3 (two-thirds) vote is necessary for adoption.

**ARTICLE** **X: Affiliation:**

*Section A:*The Potomac Chapter of the National Federation of the Blind shall be an affiliate of the National Federation of the Blind of Virginia, and the National Federation of the Blind. A copy of the Constitution of the Potomac Chapter and of all amendments to the Constitution shall be sent for review to the President of the National Federation of the Blind of Virginia and the National Federation of the Blind without delay.

*Section B*: The Potomac Chapter shall not merely be a social organization, but shall formulate programs and actively work to promote the 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 Virginia and the provisions of the contract appearing on the back of the Charter of Affiliation issued to state affiliates by the National Federation of the Blind. Policy decisions of the National Federation of the Blind and the *National* Federation of the Blind of Virginia (whether made by the National Convention or the National Board of Directors or the State Convention or the State Board of Directors) are binding on this organization, and this organization shall participate affirmatively in carrying out such policy decisions.

*Section C*: As a condition of affiliation, it is agreed by this organization that the National Federation of the Blind (whether by action of the National Convention or the National Board or the State Convention or State 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 shall belong to the reorganized chapter or if no reorganization occurs for a period of two years, to the National Federation of the Blind of Virginia, 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; and 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 XI:** **DISSOLUTION**

In the event of dissolution of this organization or if for whatever reason it ceases to be an affiliate of the NFB of Virginia, its assets shall be given to the NFBV.

This constitution was adopted May 14, 1958 in Alexandria, Virginia and revised July 1962.

Amended: July, 1963; December, 1963; December, 1965; March, 1966; March, 1967; August, 1980; January, 1986; September, 1986; June, 1988; October, 1988; September, 1996; June, 2008.