

Central Chapter of Indiana Credit Unions

Bylaws
Revised 10/06

Article I

The name of this association shall be **Central Chapter of Indiana Credit Unions**, also referred to as “the Chapter”.

Article II

The mission of the Chapter is:

To be an innovative organization offering support and education to add value to our members.

The primary objective of the Chapter is:

To provide public forums for the exchange of ideas on topics related to the credit union movement of interest and value to credit union employees and volunteers.

Additional objectives include:

1. Promote interest in and cooperation among the Chapter members;
2. Provide meetings of the Chapter members for the purpose of interchanging ideas and information of mutual interest;
3. Assist the Chapter members in keeping up to date with legislative issues; and
4. Advertise and promote for the benefit of all the Chapter members.

Article III

Membership in the Chapter will be organized as follows:

1. All credit unions organized under State or Federal Laws and operating main offices within the Chapter jurisdiction (within the counties of Marion, Boone, Hamilton, Hancock, Johnson, Morgan, and Hendricks), shall be entitled to Regular Membership. Regular Membership entitles the credit union to admission to regular or special Chapter meetings and to one delegate for voting purposes.
2. Any credit union with its main office located outside of the Chapter jurisdiction, but with a branch office location within the jurisdiction, shall be entitled to an Associate Membership. Associate Membership entitles the credit union to admission to regular Chapter meetings but no vote.
3. Any vendor who provides services and products for the benefit and promotion of credit unions shall be entitled to a Vendor Membership. Vendor Membership entitles the organization to admission to regular Chapter meetings but no vote.

Article IV

Dues

Regular, Associate, and Vendor Membership dues will be determined by the Board of Directors annually.

Article V

Meetings

1. Regular or special meetings of the Chapter will be determined by the Board of Directors. The time and meeting place will be announced by the Chairman.
2. The annual meeting of the Chapter will be held in the month of February each year and will be considered a regular meeting. Ten (10) Regular Membership representatives from differing credit unions will constitute a quorum.

Article VI

Board of Directors – general information

1. The governing body (the Board of Directors) will consist of no more than nine (9) members. A majority of Directors will constitute a quorum.
2. The Board members will be elected from credit unions who pay Regular Membership dues.
3. Each Board member will be elected for a three (3) year term on a staggered term basis (i.e., three (3) Board seats will be available for election per year.)
4. In order to be eligible for election, an individual must be a director, a committee member, a chief executive officer (president, manager, or officer), or in a supervisory capacity in the Chapter's credit unions.
5. No more than one director can be elected from the same credit union.
6. Newly elected directors will take office immediately following the adjournment of the annual meeting and will hold office until the term has expired.
7. As soon as possible after the annual meeting and prior to the next Chapter meeting, the Board of Directors will meet and elect from their members a Chairman, Vice Chairman, Secretary, and Treasurer for a one (1) year term. These individuals will be the Executive Committee and can conduct business between meetings.

Offices – Chapter Officers include Chairman, Vice Chairman, Secretary, and Treasurer

The Chairman will be responsible for the following:

1. Preside at all meetings of the Chapter and the Board of Directors.
2. Appoint all standing committees and such other committees as may be deemed necessary.
3. Be available as an ex-officio member of all committees except the nominating committee.
4. Sign checks in the absence of the Treasurer.
5. Perform all other duties pertaining to the office.

Article VI (Continued)

The Vice Chairman will be responsible for the following:

1. Preside at all meetings in the absence of the Chairman.
2. Perform all other duties of the Chairman as necessary.

The Secretary will be responsible for the following:

1. Record and forward the minutes of all meetings of the Chapter and all meetings of the Board of Directors.
2. Maintain a copy of the Bylaws and Standing Rules.
3. Shall, as directed by the Chairman, cause notices of all meetings to be issued.
4. Provide a list of all Directors to each Board member within 60 days after the annual meeting. The list should include name, work and home address, phone numbers, and email addresses.

The Treasurer will be responsible for the following:

1. Mail statements of dues to Regular, Associate, and Vendor Members in conjunction with the Chapter's fiscal year (January 1 – December 31).
2. Receive all other funds.
3. Pay all ordinary obligations of the Chapter (i.e., postage, stationery, bank charges, and meeting expenses) without prior approval of the Board.
4. Keep a complete record of all receipts and disbursements.
5. Submit a financial report at each Board meeting and submit a calendar year-end financial report at each annual meeting.
6. Prepare a budget for all meetings prior to planning the annual meeting schedule.

Vacancies of the Board

1. A vacancy of the Board of Directors can occur for several reasons including but not limited to:
 - a. The death or resignation of a Director;
 - b. Absence of a Director for four (4) consecutive Board meetings;
 - c. Withdrawal or failure to pay Chapter dues of the Director's credit union; or,
 - d. Removal by the Board – for failure to perform the duties of the Chapter and after giving notice and an opportunity to be heard.
2. In the event of a vacancy of the office of Chairman, the office will be filled immediately by the Vice Chairman for the duration of the Chapter year.
3. The Board will fill any Director vacancies by a majority vote. Filled vacancies will be for only the remainder of the Chapter year.

Additional responsibilities of the Board of Directors

Board members may have additional responsibilities including but not limited to:

1. Approving payment of all extraordinary Chapter expenses;
2. Having general control and supervision over the affairs of the Chapter; and,
3. Making recommendations to the Chapter when needed.

Article VII

Elections

1. Nominations for electing members of the Board of Directors will use the following guidelines:
 - a. At least thirty (30) days prior to the annual meeting, the Chairman will appoint a nomination committee of three (3) members from different credit unions.
 - b. The duties of the nominating committee will be to:
 1. Select at least one (1) nominee for each vacancy to be filled. No nominee can be selected from a credit union already represented on the Board.
 2. Prepare ballots for the election.
 - c. Additional nominations may be made from the floor.
2. If the vote is by ballot, it is the duty of the Chairman to appoint three (3) tellers before the vote is taken. The duties of the teller will include distribution of the ballots (to voting Regular Members only), collection of the ballots, and tallying of the votes.
3. In the event that there is only one nominee per office, the Secretary can cast an elective ballot for the nominees. However, should a vote be required, a simple majority will constitute an election.

Article VIII

Amendments

These bylaws may be amended by a majority vote at any regular meeting of the Chapter provided that notice is given in writing at least thirty (30) days prior to the vote on the proposed amendments.

Authority

Roberts Rule of Order, as amended, will apply in all matters not covered by the bylaws of the Chapter.