

Washington Business and Marketing Proposed Bylaws

Article I – Name

The name of this organization shall be Washington Business and Marketing, hereafter referred to as WA BAM. It is an affiliate of the National Business Education Association (NBEA) and the Western Business Education Association (WBEA).

Article II – Purpose

Section 1 - Purpose

WA BAM is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Section 2 - Mission

The mission of WA BAM is to:

- Promote business and marketing education and through membership growth and retention of members in a professional organization
- Promote business and marketing education through communications with educators and organizations in the general public
- Promote and provide curriculum development and professional growth through in-service opportunities for business and marketing educators
- Promote and support the Future Business Leaders of America (FBLA), Phi Beta Lambda (PBL), DECA, and Delta Epsilon Chi (DEC) as the state student leadership organizations

Article III – Membership

Section 1 - Eligibility

- A. WA BAM membership shall consist of members who are interested in business, marketing, and/or education.
- B. All members will be affiliated with a division within WA BAM. Members will select the division to be affiliated with and are as follows:
 - Western Area
 - Central Area

- Eastern Area

Section 2 – Membership Classification

Membership shall be open to individuals in the following classes:

Professional.

These members are individuals who are presently engaged with business and marketing education. Members may include educators, administrators, business persons, and persons contributing to the growth and development of WA BAM.

Retired.

These members are individuals who were previously engaged with business and marketing education. Members may include retired educators, administrators, business persons, and persons who contributed to the growth and development of WA BAM who would like to continue support and developing business and marketing education.

Student.

These members are individuals who are present business and marketing education students at the post-secondary level.

Section 3 - Dues

- A. Professional membership dues shall be \$35 annually and shall be effective for the fiscal year in which the membership is processed.
- B. Student and Retired memberships shall be given complimentary and shall be effective for the fiscal year in which the membership is processed.

Article IV – Executive Board

Section 1 – Board Members

The following positions, in addition to the elected officers, will comprise the WA BAM Executive Board:

- Membership Director
- Professional Development Director
- Public Relations Director
- Legislative Representative
- Awards and Scholarships Director
- Representative to the Washington State FBLA Executive Board
- Representative to the Washington State DECA Executive Board (3)
- WBEA Representative (if applicable)
- NBEA Representative (if applicable)

- FBLA-PBL Representative
- DECA Representative
- OSPI Business and Marketing Pathway Program Supervisor
- Business and Marketing Teacher Education Program Representative(s)

Section 2 – Term and Election

- A. The length of term, voting rights, and election/appointment are as follows for the Executive Board:

The following positions are appointed by the President and will serve a two-year term with voting rights, except for the WA-ACTE Representative, which will be for three years:

- Membership Director
- Professional Development Director
- Public Relations Director
- WA-ACTE Representative
- Awards and Scholarships Director

The following positions are appointed by the President, will serve a three-year term, and serve as non-voting members of the board:

- Representative to the Washington State FBLA Executive Board
- Representative to the Washington State DECA Executive Board (3)

The following are perpetuating ex-officio positions and serve as non-voting members of the board:

- WBEA Representative will be the highest-ranking WA BAM member on the Western Business Education Association Executive Board.
- NBEA Representative will be highest-ranking WA BAM member on the National Business Education Association Executive Board.
- FBLA-PBL Representative will be appointed by the Washington State Future Business Leaders of America.
- DECA Representative will be appointed by Washington DECA.
- OSPI Business and Marketing Pathway Program Supervisor will be named by the Office of the Superintendent of Public Instruction.
- Business and Marketing Teacher Education Program Representative(s) will be named by the respective post-secondary education preparatory programs.

- B. Board terms will align with the fiscal year of WA BAM and begin July 1 of each year. Any board member serving a partial term and having attended at least

one Executive Board meeting shall be considered having served at least a one-year term.

Section 3 – Meetings

The WA BAM Executive Board shall meet at least one time a year via regular and/or electronic meeting.

Section 4 – Vacancy

Vacancies on the Executive Board shall be filled by appointment via the WA BAM President, subject to a majority approval from the Executive Board.

Section 5 – Salary

No board members shall receive salaries for their board services, but may be reimbursed for the expenses related to the board services in accordance with the expense reimbursement policy.

Section 6 – Quorum

A quorum shall be a minimum of five WA BAM Executive Board members, at least two of which must be the elected officers of the organization. No board member will hold more than one voting position.

Article V – Officers

Section 1 – Elections of Officers

- A. The elected officers shall be President, President-Elect, Past President, Secretary, and Treasurer.
- B. Officers shall be elected at the annual membership meeting; they shall assume their duties on July 1 and shall serve for through the fiscal year.

Section 3 – Terms of Office

- A. The term of the President, President-Elect, and Past President shall be for a period of one year.
- B. The term of the Secretary and Treasurer shall be for a period of two years.

Section 3 – Duties of Officers

- A. President: The President shall perform the duties common to the office, preside at all Executive Board meetings, preside at the annual membership meeting, and assume any other duties assigned to such an officer.
- B. President-Elect: The President-Elect shall perform the duties of the President if a vacancy or absence occurs, serve as chairperson of the Washington State Business and Marketing annual conference, and assist the President. The President-Elect shall be the nominee for the office of President.

- C. Past-President: The Past-President shall serve as a general advisor to the President, other officers, and the association. The Past-President will also be responsible for updating and maintaining the Bylaws and the Executive Board Policy and Procedures on behalf of the association.
- D. Secretary: The Secretary shall prepare minutes of each meeting of the Executive Board and distribute a copy to each Executive Board member. The Secretary shall keep the official copy of the Bylaws and the Executive Board Policy and Procedures and shall have them available at all meetings of the Executive Board.
- E. Treasurer: The Treasurer shall receive and disburse the funds of the association. A Treasurers Report shall be given at all Executive Board meetings and the annual General Membership meeting. The Treasurer shall keep and preserve proper books of accounts, which shall be open to inspection by the members of the Executive Board. The books shall be subject to an audit every year and prior to the time of a newly elected Treasurer takes office.

Section 4 – Vacancy

- A. If a vacancy occurs in the office of the President, the President-Elect shall fill the office of the President.
- B. If a vacancy occurs in the office of the President-Elect, a current member who has served at least one year on the Executive Board shall be appointed by the President, with majority approval of the Executive Board, to serve the remainder of the term.
- C. If a vacancy occurs in the office of Secretary or Treasurer, a current member shall be appointed by the President, with approval of the Executive Board, to serve the remainder of the term.

Section 5 – Removal of an Officer or Board Member

- A. An officer who does not perform the duties of the office or as assigned shall be notified in writing by the President that the removal proceedings will be held at the next Executive Board meeting. A majority vote of the Executive Board is required to effectively remove the officer from the Executive Board.
- B. In the event the officer to be removed should be the President, the notification shall be made in writing to the Past President by a current Executive Board member. A two-thirds majority vote of the Executive Board is required to effectively remove the President from office. The President-Elect shall then assume the office of the President.

Article VI – Committees

- A. The President may appoint special committees as necessary to carry out the purpose of the association.
- B. The Nominations Committee shall be appointed by the President. The committee will submit a slate of nominees for President-Elect, President, Secretary, and Treasurer at the Executive Board meeting prior to the annual membership meeting based on the corresponding election year. The report from the Nominations Committee shall be given to the general membership, at which time additional nominations may be made.
- C. The Financial Review Committee shall be appointed by the President. Signed copies of the review shall be submitted to the President, Secretary, and Treasurer by the February Executive Board meeting.
- D. The In-service Committee shall coordinate, plan, and provide in-service opportunities and workshops for members.

Article VII – Fiscal Year

The fiscal year of the association shall be July 1 to June 30.

Article VIII – Dissolution

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code; or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Article IV – Amendments

The bylaws may be amended with a super majority vote of the present Executive Board members. Notice of a proposed bylaw amendment will be given at least 10 days prior to the meeting.