

Lee County Extension & Community Association

BYLAWS

ARTICLE I Name

Section 1. Name

The name of the organization shall be Lee County Extension & Community Association (LCECA).

ARTICLE II Purpose, Mission

Section 1. Purpose

- A. The purpose of this Association shall be to empower individuals and families to improve their quality of living through continuing education, leadership development and community service.
- B. LCECA shall work in cooperation with North Carolina Cooperative Extension in Lee County to support the total Extension Program

Section 2. Mission

The mission of LCECA shall be:

To Strengthen Families and Communities through

- Leadership Development
- Community Action
- Educational Support from North Carolina State University and North Carolina A&T State University

ARTICLE III Membership

Section 1. Eligibility

Membership shall be open to any person who supports and advances the objectives and bylaws of this Association, irrespective of color, creed, national origin, race, or sex.

Section 2. Classification

Members shall be divided into two categories.

- A. **Member** shall be an individual who participates in activities of the association. Application for membership is submitted to and dues are paid through an affiliated club.
- B. **Associate Member** shall be an individual who is not a member of a local club but enjoys an association with ECA through receipt of educational materials, newsletters and participates in activities. Application for membership is submitted to and dues are paid to the treasurer of LCECA.

ARTICLE IV Dues and Finances

Section 1. Fiscal Year

The fiscal year of LCECA shall be the same as the calendar year.

Section 2. Membership Dues

- A. LCECA dues shall be payable to the club or county appointed treasurer for the current year. Dues are payable by December 1 and are delinquent December 31.
- B. Membership dues will include district and state dues. Clubs may assess additional dues.

Section 3. Expense Reimbursement

- A. LCEA will reimburse the president or designee's expenses to the required leadership meetings. Expenses to be reimbursed are registration and up to one-half of the total motel/hotel and mileage costs. Representatives are expected to share accommodations to defray cost.
- B. Mileage to district and or state events shall be paid from the county treasury if a van is taken

and at least ten members are riding. If private cars are needed to attend these events, the county treasury shall reimburse half of the mileage at the state mileage reimbursement rate.

- C. When county educational trips are planned, members and guests shall share equally in the cost of transportation. The driver will not pay for transportation. If van transportation is used at least ten participants should be committed to the event.

ARTICLE V Leadership Team

Section 1. The Leadership Team shall consist of:

- A. The president, president-elect, past-president, club president(s) or designee, appointed secretary, appointed treasurer, appointed parliamentarian, appointed editor and an associate member.
- B. Any county member serving the state or district association, the Associated Country Women of the World (ACWW/CWC) or National Volunteer Outreach Network (NVON) in an official capacity.
- C. Past County and District Presidents.
- D. A Cooperative Extension Liaison Agent from the county who will work with the county Leadership Team and is not a member of the association.

Section 2. Duties of the Leadership Team shall be to:

- A. Transact any business of the association and act in all emergencies.
- B. Develop policies of LCECA.
- C. Fill board vacancies as specified in ARTICLE VI, Section 6 (B) and ARTICLE VII, Section 4 (B).
- D. Increase support for the CES programs in Lee County.
- E. Promote membership.
- F. Develop yearly plans for achieving the mission and purpose of the Lee County ECA.

Section 3. Leadership Team Meetings

- A. Meet quarterly and other times as deemed necessary by the President in order to conduct the business of the association.
- B. Shall meet for the purpose of electing officers, adopting a budget, approving the yearly plan of work, conducting business, and presenting educational programs.
- C. Those present shall constitute a quorum.
- D. All county members are invited to attend and will have voting privileges.

ARTICLE VI Officers, Elections, and Duties

Section 1. Officers

- A. The elected officers of the Leadership Team shall be president and president-elect.
- B. The appointed officers of Lee County ECA shall be a Treasurer, Secretary, Editor, and Parliamentarian. Based on a recommendation from the President, the Leadership Team shall appoint these.

Section 2. Qualifications for elected or appointed positions:

- A. Each candidate for office must be a member in good standing and shall have agreed to serve.
- B. Each candidate shall have an understanding of the partnership between North Carolina Cooperative Extension and Lee County ECA.
- C. Each candidate for office shall have a working knowledge of parliamentary law.
- D. Each candidate for office shall thoroughly understand the Bylaws and Standing Rules of Lee County ECA.
- E. The candidate for President shall progress from the office of President-elect.

Section 3. Elections

- A. Election shall occur at the March Leadership Team meeting of the association.
- B. Following the report of the nominating committee, any member is allowed to make additional nominations from the floor.

Section 4. Installation

Elected officers shall be installed at a fall social of the Association.

Section 5. Terms of Office

- A. Newly elected officers shall take office on January 1 following the event at which they were installed.
- B. Officers shall serve for a term of two (2) years.
- C. Vacancies shall be filled through appointment by the Leadership Team after acceptance of a resignation from the elected or appointed officer. Officers elected in this manner shall assume office immediately following the appointment and shall serve the unexpired term.

Section 6. Duties

The duties of all officers are specified in the Lee County ECA Standing Rules.

ARTICLE VII Standing Committees

Section 1. Nominating/Scholarship Committee

- A. The Lee County ECA Nominating/Scholarship Committee shall consist of a chair who is the immediate past president. The President shall appoint one additional member from each club and one member representing associate members.
- B. Nominating committee shall present candidates who have met the qualifications for elections specified in ARTICLE VI, Section 2.
- C. The County Scholarship Committee shall screen applications for both the state and county scholarships. One (1) youth and one (1) adult application will be selected for the state scholarship and two (2) copies of each will be forwarded to the exchange district scholarship committee. If no adult applications are received, two youth applications may be substituted, and if no youth applications are received, then two adult applications may be substituted. One (1) application will be selected for the County scholarship.

Section 2. Other Committees

- A. Appointed committees are: Cultural Arts; Outreach; Membership; and Public Relations
- B. The duties of committees are specified in the Lee County ECA Standing Rules.
- C. The President, as deemed necessary, may appoint other committees.

ARTICLE VIII Delegates Representing Lee County ECA

Section 1. Delegates

The President or a designee shall be the official representative of Lee County ECA.

ARTICLE IX Meetings

Section 1. Meetings

- A. Lee County ECA clubs will meet at their own discretion.
- B. Leadership Team meetings will be held quarterly.
- C. Special meetings of the Clubs and County Leadership Team may be called as needed.

ARTICLE X Parliamentary Authority

Section 1. Parliamentary Authority

The rules contained in the latest edition of *The New Roberts Rules of Order* shall govern this association in all cases to which they are applicable and in which they are not inconsistent with the Lee County ECA. Bylaws.

ARTICLE XI Amendment of Bylaws

Section 1. Amendment

These bylaws may be amended at any meeting of Lee County ECA Leadership team by two-thirds of the votes cast. Proposed changes will be provided thirty (30) days prior to the meeting.

ARTICLE XII Dissolution

Section 1. Dissolution

Upon dissolution of the LCECA all assets remaining after payment of all costs and expenses shall be distributed to Lee County Extension Enhancement Fund to benefit the total Extension program in Lee County. None of the assets will be distributed to any member or officer of this organization.

Adopted March 20, 2010