

CHAPTER BYLAWS
CALIFORNIA ASSOCIATION OF MARRIAGE & FAMILY THERAPISTS
CENTRAL SAN JOAQUIN VALLEY CHAPTER

TABLE OF CONTENTS

| | | |
|--------------|---------------------------------|---------------------------------------|
| Article I | Name | |
| Article II | Area Served | |
| Article III | Office | |
| Article IV | Objectives and Purposes | |
| Article V | Membership | |
| | Section A | Categories of Membership |
| | Section B | Qualifications for Membership |
| | Section C | Non-Transferability of Membership |
| | Section D | Membership Procedures |
| | Section E | Certificates of Membership |
| Article VI | Meetings of Members | |
| | Section A | Annual Membership Meeting |
| | Section B | Frequency of General Meetings |
| | Section C | Special Meetings |
| | Section D | Place of Meetings |
| | Section E | Quorum |
| | Section F | Recessed or Adjourned Meeting |
| | Section G | Notice of Meetings |
| Article VII | Board of Directors and Officers | |
| | Section A | Powers |
| | Section B | Composition of Board |
| | Section C | Responsibilities of Board |
| | Section D | Duties of Officers |
| | Section E | Standing Committees |
| | Section F | Vacancies |
| | Section G | Removal of Officers and Board Members |
| | Section H | Absences |
| | Section I | Order of Succession |
| | Section J | Meetings |
| | Section K | Quorum |
| | Section L | Compensation |
| | Section M | Elections |
| Article VIII | Standing Committees | |
| | Section A | Bylaws Committee |
| | Section B | Nominating Committee |
| | Section C | Finance Committee |
| | Section D | Membership Committee |
| | Section E | Ethics Committee |
| | Section F | Special Committees |
| | Section G | Meetings and Actions of Committees |
| Article IX | Finances | |
| | Section A | Fiscal Year |
| | Section B | Setting of Dues |
| | Section C | Payment of Dues, Fees and Assessments |
| | Section D | Budget |

CHAPTER BYLAWS - CALIFORNIA ASSOCIATION OF MARRIAGE & FAMILY THERAPISTS - CENTRAL SAN JOAQUIN VALLEY CHAPTER

Page 2

| | | |
|---------------------|--|--|
| | Section E | Depository |
| Article X | Records and Reports, Inspection | |
| | Section A | Maintenance and Inspection of Bylaws |
| | Section B | Maintenance and Inspection of Other Records |
| | Section C | Inspection by Directors |
| | Section D | Annual Report to Members |
| Article XI | Liability of Members | |
| Article XII | Property | |
| Article XIII | Use of Name | |
| Article XIV | Staff | |
| Article XV | Amendments to the Bylaws | |
| Article XVI | Dissolution | |
| Article XVII | Rules of Order Parliamentary | |

Certification of Bylaws CHAPTER BYLAWS

The objectives and purposes of CAMFT-CJV shall be to advance marriage and family therapy as an art, a science, and a clinical health profession, and to assist CAMFT in furthering its objectives on a local level. The Chapter shall create an environment in which chapter members can grow both professionally and personally. The Chapter shall focus on relationship building with members, clients and community.

ARTICLE I MEMBERSHIP

A. CATEGORIES OF MEMBERSHIP

There shall be three (3) categories of membership in this corporation: Clinical members, Professional members and Associate members.

Clinical Member: A clinical member shall hold a license as a marriage and family therapist issued by the Board of Behavioral Sciences of the State of California.

Professional Member: A professional member shall be enrolled in a Master's degree program or shall have completed all educational requirements for a master's degree and shall presently be employed in the practice of gaining hours of experience towards a master's degree or shall be employed in a position of other professional capacity. A professional member shall be eligible for membership upon becoming licensed and shall be eligible for the same as a clinical member.

Associate Member: An associate member shall be in a professional field to complete a master's degree or shall be a graduate of a master's program in a professional field or registered pursuant to California law. An associate member shall be a California resident and shall be a resident of the Central San Joaquin Valley of a state or jurisdiction other than California. An associate member shall be a person who is not a clinical member. An associate member shall be eligible to vote and to hold office in the chapter. An associate member shall be entitled to all other rights and privileges of membership.

CALIFORNIA ASSOCIATION OF MARRIAGE AND FAMILY THERAPISTS- CENTRAL SAN JOAQUIN VALLEY CHAPTER

ARTICLE I NAME

The name of this chapter of the California Association of Marriage and Family Therapists (hereinafter referred to as CAMFT) shall be Central San Joaquin Valley Chapter of the California Association of Marriage and Family Therapists (hereinafter referred to as CAMFT-CSJV or the Chapter).

ARTICLE II AREA SERVED

The geographic area served by this chapter is Fresno, Madera, Kings and Tulare Counties, or as approved by CAMFT.

ARTICLE III OFFICE

The board of directors of this chapter may select a principal office for the transaction of chapter business within the geographic area served by the chapter or may, from time to time, designate different places within the geographic area served by the chapter where chapter business may be conducted.

ARTICLE IV OBJECTIVES AND PURPOSES

The objectives and purposes of CAMFT-CSJV shall be to advance marriage and family therapy as an art, a science, and a mental health profession, and to assist CAMFT in furthering its objectives on a local level. The Chapter shall create an environment in which chapter members can grow both professionally and personally. The Chapter shall focus on relationship building with members, clients and community.

ARTICLE V MEMBERSHIP

A. CATEGORIES OF MEMBERSHIP

There shall be three (3) categories of membership in this corporation: clinical members, Pre-licensed members and associate members.

1. **Clinical Member** - A clinical member shall hold a license as a marriage and family therapist issued by the Board of Behavioral Sciences for the State of California.
2. **Pre-licensed Member** - A pre-licensed member shall be enrolled in a Master's or doctor's degree program satisfying the educational requirements for eligibility to sit for the licensed marriage and family therapist examination or shall have completed all educational requirements for licensure and shall presently be engaged in the process of gaining hours of experience towards licensure either as a registered intern, applicant, or in some other lawful capacity. A prelicensed member shall be eligible for advancement to clinical member status upon becoming licensed and shall no longer be eligible for pre-licensed member status as of the next annual membership enrollment date.
3. **Associate member** - An associate member shall be in a profession related to marriage and family therapy, whose practitioners are licensed, certified or registered pursuant to California law, and who shall not hold a marriage and family therapist license; or a California licensed marriage and family therapist who is a resident and domiciliary of a state or jurisdiction other than California, or a resident and domiciliary of a state or jurisdiction other than California who lawfully practices marriage and family therapy. An associate member shall be eligible to vote and to hold office in accordance with these bylaws, and shall be entitled to all other rights and privileges of association membership.

B. QUALIFICATIONS FOR MEMBERSHIP

Only CAMFT members in good standing with the Board of Behavioral Sciences and CAMFT shall be eligible for membership in this chapter. Loss of membership in CAMFT shall result in loss of membership in this Chapter. Additional qualifications are listed above under categories of membership.

C. NON-TRANSFERABILITY OF MEMBERSHIP

No chapter member may transfer his or her membership or any right arising therefrom. All rights as a member of this Chapter shall cease upon the member's death.

D. MEMBERSHIP PROCEDURES

1. **Admission to Membership:** All chapter members shall pay dues in accordance with the dues schedule of the Chapter and CAMFT and shall abide by the bylaws of the chapter and the bylaws and ethical standards of CAMFT. Membership shall be granted upon completion of an application and payment of dues.

2. **Dues:** Dues shall be determined by the Board of Directors of this Chapter and shall be due and payable by December 31 for the following calendar year.

3. **Termination of membership:** Membership in the Chapter shall terminate upon the occurrence of any of the following: resignation, non-payment of dues, expulsion, suspension, or loss of eligibility.

a. **Resignation:** A member may resign from membership at any time by submitting in writing to the Chapter his or her resignation. The effective date of the resignation shall be when the Chapter receives the letter of resignation or at such later time as indicated in the letter.

b. **Non-payment of Dues:** Anyone whose dues are in default to the Chapter shall be dropped from membership.

c. **Expulsion or Suspension:** Anyone who has been determined to have violated the ethical standards of CAMFT and who has been expelled or suspended from membership in CAMFT, shall also be expelled or suspended from membership in this Chapter. Any member to be expelled or suspended shall be entitled to at least fifteen (15) days prior notice of the expulsion or suspension and the reasons therefore. Notice may be given by any method reasonably calculated to provide actual notice. Any notice provided by mail shall be given by first-class or registered mail sent to the last address of the member as shown on the Chapter's records.

d. **Loss of Eligibility:** Any member, regardless of category or classification, who is no longer eligible for such membership due to a loss in the qualifications entitling such person to hold such membership, may be dropped from membership, provided a notice is mailed to such member at his/her address of record with the Chapter at least thirty (30) days prior to termination of membership.

4. Reinstatement of Membership

a. **After resignation or termination for non-payment of dues:** Anyone who has resigned his/her membership from the Chapter or has terminated his/her membership because of non-payment of dues may be reinstated to that member's former category of membership provided that such person meets the criteria for that category of membership, is currently a member of CAMFT, has submitted a new application for membership to the Chapter, accompanied by payment of appropriate dues, application or other fees.

- b. After expulsion or suspension: Anyone who has been expelled or suspended from membership in the Chapter for violation of the ethical standards of CAMFT may be reinstated when membership within CAMFT is reinstated.

E. CERTIFICATES OF MEMBERSHIP

This Chapter may provide certificates of membership, signed by the president, to each applicant accepted into membership of the Chapter upon receipt of the required dues or assessments to become a chapter member.

ARTICLE VI MEETINGS OF MEMBERS

A. ANNUAL MEMBERSHIP MEETING

An annual meeting of members shall be held in January of each year unless the Chapter board of directors fixes another date and notifies members as provided in Section F of this Article.

B. FREQUENCY OF GENERAL MEETINGS

General membership meetings shall be regularly scheduled by the president in consultation with the Chapter Board of Directors.

C. SPECIAL MEETINGS

Special meetings may be called by the president in consultation with the Chapter Board of Directors or shall be called upon the request of five percent or more of the voting members.

D. PLACE OF MEETINGS

Meetings shall be held at a location within the area served by the Chapter.

E. QUORUM

A quorum for a meeting of members, whether regular or special, shall be fifteen (15) voting members. If a quorum is present, the vote of the majority of the voting power represented at the meeting, entitled to vote, and voting any matter shall be the act of the members.

In the absence of a quorum, any meeting of members must be adjourned and no other business shall be transacted.

F. RECESSED OR ADJOURNED MEETING

When a meeting of members is recessed or adjourned to another time or place, the association may transact any business which might have been transacted at the original meeting.

G. NOTICE OF MEETINGS

Written notice of any annual or special meeting of members, which occurs at a time other than a regularly scheduled general meeting, shall be given to each member not less than ten (10) or not more than ninety (90) days before the date of the meeting. When an annual or a special meeting is recessed or adjourned for more than fourteen (14) days, a notice of the recess or adjourned meeting shall be given as if it were the original meeting.

The notice of the meeting shall specify the place, date, and hour of the meeting and (1) in case of a special meeting, the general nature of the business to be transacted, and no other business may be transacted, or 2) in the case of the annual meeting or general meeting, those matters which the Board of Directors, at the time the notice is given, intends to present for action by the members.

Notice of any meeting of members shall be given either personally or by mail or other means of written or electronic communication no less than ten (10) days prior to the meeting and addressed to a member at the address of such member appearing on the books of the Chapter or given by the member to the Chapter for purpose of notice. If no address appears on the Chapter's books and no other has been given, notice shall be given at the place where the principal office of the Chapter is located.

If any notice or report addressed to the member at the address of such member appearing in the records of the chapter is returned to the Chapter by the U.S. Postal Service marked to indicate that the U.S. Postal Service is unable to deliver the notice or report to the member at such address, all future notices or reports shall be deemed to have been duly given without further mailing if the same shall be available for the member upon written demand of the member at the principal office of the Chapter for a period of one year from the date of the giving of the notice or report to all other members.

ARTICLE VII - BOARD OF DIRECTORS AND OFFICERS

A. POWERS

The activities and affairs of this chapter shall be conducted under the direction of a Board of Directors, all of whom shall be members of the Chapter. Among other powers of the Board of Directors, the Board of Directors has the power to select and remove all agents, employees and/or contractors of the Chapter, fix compensation and secure faithful performance of duties prescribed.

B. COMPOSITION OF BOARD

The Board of Directors shall consist of the elected officers including President, President-elect, Past President, Secretary, Chief Financial Officer, and three directors at large. One of the three directors at large may be elected from the pre-licensed intern membership of the chapter. The Board of Directors shall not contain, at any time, more than one (1) associate member.

C. RESPONSIBILITIES OF THE BOARD

The responsibilities of the Board members shall include regular attendance at Board meetings and willingness to accept responsibility to fulfill all the duties of their position.

D. DUTIES OF OFFICERS

1. **President:** The president shall, subject to the control of the Board of Directors, generally supervise, direct and control the business of the Chapter. He/she shall preside over all meetings of the Chapter and at all meetings of the Board of Directors. He/she shall recommend to the Board of Directors for appointment standing committee chairpersons. He/she shall appoint standing committee members except as otherwise provided in these bylaws. The president shall report the activities of the office to the Board of Directors and to the membership in a timely manner. The president shall be an ex-officio member of all committees, but shall have no right to vote when serving in an ex-officio capacity. He/she may have such other duties and powers as may be prescribed by the Board of Directors or these bylaws.
2. **President-elect:** The president-elect shall succeed to the presidency. He/she shall, in the absence of the president or in the president's inability to serve, perform the duties of the president. He/she shall also perform those duties assigned to him/her by the president and/or the Board of Directors.

3. **Past-president:** The past president shall perform such duties as are delegated by the Board of Directors and/or the president, and shall serve as parliamentarian, based on Roberts' Rules of Order, and shall be advisor to the other officers. The past president shall also act as chair of the nominating committee.
4. **Secretary:** The secretary shall keep or cause to be kept, at the office of the Chapter or such other place as the board of directors may direct, a book of minutes of the proceedings of its members, Board and committees of the Board, with the time and place of holding, whether general or special, and, if special, how authorized, the notice given, the names of those present at such meetings, the numbers of members present or represented at such member's meetings, and the proceedings of such meetings.

The secretary shall keep, or cause to be kept, at the office of the Chapter, a record of members, showing the names of all members, their addresses, and the class of membership held by each. The secretary is responsible for verifying eligibility for membership with CAMFT. The secretary shall inform CAMFT, within thirty (30) days of election or appointment, of the names and addresses of all chapter officers.

The secretary shall give or cause to be given, notice of all meetings of the members and of the Board of Directors required by the bylaws to be given. The secretary shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the bylaws.

In the event of the secretary's absence, his/her duties may be performed by any member appointed by the president.

5. **Chief Financial Officer:** The chief financial officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the properties and business transactions of the Chapter, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and any other matters customarily included in financial statements. The books of account shall be open to inspection by any board member at all reasonable times.

The chief financial officer shall deposit, or shall cause to be deposited, all money and other valuables in the name and to the credit of the Chapter with such depositories as may be designated by the Board of Directors; shall disburse, or cause to be disbursed, the funds of the Chapter as may be ordered by the Board of Directors; shall render at such regular meeting of the Board, or at such other times as directed by the Board an account of his/her transactions as chief financial officer and of the financial condition of the Chapter; shall prepare or cause to be prepared a proposed annual budget to be presented to the Board of Directors prior to the annual membership meeting; and shall have such other powers and shall perform such other duties as may be prescribed by the Board of Directors or these bylaws.

The chief financial officer shall keep the officers and Board regularly informed concerning adherence to the annual budget and present options for maintaining adherence to the annual budget.

All expenditures shall be signed by two out of three signatories (chief financial officer, president, and secretary), and any expenditure over \$200 shall require approval by the officers of the Board of Directors.

E. STANDING COMMITTEES

Committee chairpersons may be appointed by the president in consultation with the Board of Directors. Committee members may be appointed by the president in consultation with the chairperson, or by the chairperson after consulting with the president. Committees shall consist of at least three (3) members, a majority of whom shall be clinical members of the Chapter.

F. VACANCIES

In the event that a vacancy occurs on the Board of Directors, other than the president or president-elect, the president shall appoint a replacement at the next regular Board meeting, subject to approval by a majority of the directors then in office. Any otherwise eligible member of the Chapter may be appointed to fill the un-expired term. If the positions of secretary or chief financial officer are vacated, the president shall appoint and the Board shall approve by a 2/3 majority a replacement as soon as possible. If the position of president or president-elect is vacated, a special election of the general membership shall be held.

G. REMOVAL OF OFFICERS AND BOARD MEMBERS

The Board of Directors, by a vote of not less than five (5) of its members, shall have the authority to recommend, for approval by the membership, removal from office for cause any one of its members after having given that member an opportunity to appear before the Board of Directors to answer charges.

H. ABSENCES

In the event that a member of the Board of Directors is absent from his/her third meeting during his/her year of service, the member may lose their position on the Board of Directors. The vacated position(s) shall be filled according to the procedures of Section F, entitled "Vacancies."

I. ORDER OF SUCCESSION

In the absence of the president from a meeting over which he/she should preside or in the permanent absence of the president, the order of succession shall be: president-elect, secretary, chief financial officer.

J. MEETINGS

1. Number of Meetings: The Board of Directors shall meet at least eight (8) times during each fiscal year. Dates for these board meetings shall be established by the Board of directors. Meetings of the Board of Directors shall be held at any location within the area served by the Chapter as designated from time to time by the Board.
2. Notice of Meetings: Meetings of the Board shall be held upon not less than ten (10) days notice in writing, by phone, announced in prior meetings or by electronic mail.
3. Special Meetings: Special meetings of the Board of Directors shall be called by the president upon the written request of any three (3) board members, which may include the president. Such specially called meetings shall be held within thirty (30) days of the receipt of the written request. Special meetings of the board shall be held upon at least four (4) days notice by first-class mail or forty-eight (48) hours notice delivered personally or by telephone or telegraph at the director's address as shown on the records of the Chapter.
4. Action by Electronic Mail: Any action required or permitted to be taken by the Board of Directors may be taken by electronic mail providing the electronic mail is distributed to all members of the Board and a deadline is set by which a quorum of the Directors must respond.

K. QUORUM

A majority of the number of directors authorized in these bylaws shall constitute a quorum of the Board for the transaction of business. Every act or decision made by a majority of the directors present at a meeting duly held at which a quorum is present is the act of the Board, except when a greater or lesser number is required by applicable law or by these bylaws. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors.

L. COMPENSATION

No compensation shall be paid to any member of the Board for performing the duties for which he or she was elected. Nothing in this section shall prevent board members from receiving reimbursement for expenses as may be determined by resolution of the Board of Directors to be just and reasonable.

M. ELECTIONS

1. **Nominations:** The Board of Directors shall appoint, upon recommendation of the president, a nominating committee consisting of a chair, who shall also be serving in the past-president position on the Board of Directors, and at least two (2) clinical members of the Chapter, none of whom shall be eligible for nomination by the nominating committee. The duties of the nominating committee are listed in detail in Article VIII of these bylaws.

2. **Eligibility:** No person shall be eligible for election until he or she has been a voting member of the Chapter for at least six (6) months upon taking office.

No person shall be placed on the ballot or appointed to the Board of Directors, if such person, in serving out his or her present elected or appointed term, will have served on the Board of Directors for four (4) consecutive years or more, whether by appointment or election. This provision shall be inapplicable to a person who is placed on the ballot for the office of president elect or president or past president.

3. **Election Procedures:** The nominating committee shall meet within the third calendar quarter of the year to propose a slate of candidates for the upcoming year. The committee shall present the slate of candidates to the Board of Directors for approval. Names of nominees shall be announced in writing to voting members at least thirty (30) days prior to the annual meeting of the membership.

The candidate receiving the largest number of votes in each position shall be elected. In the event of a tie, a run-off election shall be conducted by the president at the annual membership meeting.

Newly elected or appointed members shall assume office on January 1 of each year.

All ballots shall be maintained for six (6) months after the election and then shall be destroyed. During the six (6) months following the election, the ballots shall be open to inspection by any voting member of the Chapter under the supervision of the nominating committee.

4. **Rotation and Term of Office:** A president elect shall be elected each year, who will serve for three (3) years, the first year as president-elect, the second year as president, and the third year as past president of the chapter.

A secretary and a chief financial officer shall be elected on alternate years, each to serve two (2) years.

Each year, one (1) director at large shall be elected to serve two (2) years.

There shall be no election for president except at such time as the president-elect shall decline or otherwise be unable to serve as president.

ARTICLE VIII STANDING COMMITTEES

A. BYLAWS COMMITTEE

The bylaws committee shall consider the advisability of bylaw amendments, hear or review all proposed amendments, and make recommendations to the Board of Directors regarding amendments to the bylaws.

B. NOMINATING COMMITTEE

The nominating committee's function is to nominate qualified members and certify the eligibility of the candidates for election to the Board of Directors. The committee in selecting its nominees shall seek diversity of representation and shall take into account the geographical, ethnic and gender composition of the membership.

The nominating committee shall call for nominations and recommendations from all members of the Chapter by placing notice in the newsletter issued on the date specified in the elections calendar. It shall conduct interviews with the prospective nominees and prepare a slate of nominees which may, but need not, include more candidates than vacancies.

The committee shall collect and edit from each candidate material to be published in the Chapter's newsletter to be utilized by the membership to make a decision about voting.

C. FINANCE COMMITTEE

The finance committee shall evaluate the financial status of the Chapter, and in conjunction with the chief financial officer, recommend to the Board of Directors changes in dues and assessments and make such other recommendations as may be necessary to provide income for the Chapter to carry out its activities.

D. MEMBERSHIP COMMITTEE

The membership committee shall promote membership in the Chapter and CAMFT and may from time to time publish a directory of chapter members. The membership committee will assist in verifying eligibility of prospective members for membership in the Chapter.

The membership committee shall keep, or cause to be kept, at the office of the Chapter, a record of members, showing the names of all members, their addresses, and the class of membership held by each. The membership committee is responsible for verifying eligibility for membership with CAMFT.

E. ETHICS COMMITTEE

The ethics committee shall inform chapter members of the CAMFT Ethical Standards for Marriage and Family Therapists. The ethics committee shall serve in an educational capacity for the members and the public regarding ethical standards and practice and shall promote compliance with such standards.

F. SPECIAL COMMITTEES

Such other committees, subcommittees, commissions, or task forces may be created and appointed by the Board of Directors as in its judgment may be necessary. The duties and terms of any such special committees shall be prescribed by the Board of Directors upon formation.

G. MEETINGS AND ACTIONS OF COMMITTEES

1. Meetings: Committees shall meet at such times as determined either by resolution of the Board of Directors, by resolution of the committee, or by a committee chairperson with the prior approval of the president. Meetings of committees shall be held at any place designated by the Board, the committee or the committee chairperson.

2. **Notice of Meetings:** Notices for all committee meetings shall be sent in a timely manner by mail, phone or electronic mail.
3. **Quorum:** A majority of the committee members of each committee shall constitute a quorum of the committee for the transaction of business.
4. **Minutes:** Minutes shall be kept of each meeting of any committee. The Board of Directors may adopt rules governing committees that are not inconsistent with these bylaws.
5. **Board Attendance:** Committee chairpersons may attend meetings of the Board of Directors in ex-officio capacity, with no right to vote.

ARTICLE IX FINANCES

A. FISCAL YEAR

The fiscal year of the chapter shall begin January 1 of each year and end December 31 of each year.

B. SETTING OF DUES

The annual dues of the Chapter shall be determined by the Board of Directors. Notification of any change in the annual dues shall be made to all members affected as soon after the vote as is practicable and reasonable, but at least thirty (30) days prior to the effective date of any such increase.

C. PAYMENT OF DUES, FEES AND ASSESSMENTS

Each member in good standing, except as otherwise exempt by the bylaws, must pay, within the time and on the conditions set forth in these bylaws, or where appropriate as established by the Board of Directors and/or the membership, such fees, dues and assessment as are fixed from time to time by the Board of Directors and/or the membership.

Dues for all members are payable on the first day of the fiscal year. Any member whose dues are not paid by January 31 of that fiscal year shall be considered in default. Any member in default shall be dropped from membership in the Chapter.

D. BUDGET

The proposed budget for each year shall be presented to the Board of Directors by the chief financial officer prior to the annual membership meeting. The proposed budget shall be approved by a majority vote of the Board of Directors. The Board of Directors is empowered to make any changes in the budget necessitated by circumstances and consistent with the priorities of the Chapter.

E. DEPOSITORY

The Board of Directors shall select and designate such bank or trust company as they deem advisable as official depository of the funds of the Chapter and prescribe the manner in which such funds shall be withdrawn.

ARTICLE X RECORDS AND REPORTS. INSPECTION

A. MAINTENANCE AND INSPECTION OF BYLAWS

The Chapter shall keep at its selected office in California the bylaws of the Chapter as amended to date, which shall be open to inspection by the members at all reasonable times. The Chapter shall provide CAMFT with a copy of the chapter bylaws and any amendments thereafter made.

B. MAINTENANCE AND INSPECTION OF OTHER RECORDS

The financial records and minutes of proceedings of the members of the Board of Directors and any committees of the Board of Directors shall be maintained by the selected director or the chief financial officer and/or secretary of the Chapter for seven years or longer if legally required. The minutes and the accounting books shall be kept in written or typed form. The minutes, accounting books and records shall be open to inspection on the written demand of any member, at any reasonable time for a purpose reasonably related to the member's interests as a member. The inspection may be made in person or by an agent or attorney and shall include the right to copy and make extracts.

C. INSPECTION BY DIRECTORS

Every director shall have the right at any reasonable time to inspect all books records and documents of every kind and the physical properties of the Chapter. This inspection by a director may be made in person or by an agent or attorney, and the right of inspection includes the right to copy and make extracts of documents.

D. ANNUAL REPORT TO MEMBERS

The Board of Directors shall provide an annual report and shall notify each member yearly of the member's right to receive an annual report. An annual report shall be prepared not later than one hundred and twenty (120) days after the close of the Chapter's fiscal year. Such report shall contain in appropriate detail the following:

1. A balance sheet as of the end of the fiscal year, an income and expense statement and statement of change in financial position for such fiscal year.
2. A statement of the place where the names and addresses of the current members are located.
3. Any information required by Section 8322 or its successor section(s) of the California Non-Profit Corporation Law, dealing with insider transactions.

Such report shall be accompanied by any report thereon of independent accountants, or, if there is no such report, the certificate of an authorized officer of the Chapter that such statements were prepared without audit from the books and records of the Chapter.

Upon written request of a member, the board shall promptly cause the most recent annual report to be sent to the requesting member.

ARTICLE XI LIABILITY OF MEMBERS

No members, regardless of the class or category of membership held, and whether or not a voting member, shall be personally or otherwise liable for any of the debts, liabilities and/or obligations of the Chapter.

Nothing in this article shall be construed to relieve any person of any liability imposed by the California Non-Profit Corporation Laws regarding unauthorized distributions.

ARTICLE XII PROPERTY

The title to all property, funds and assets of the Chapter shall be held by the Chapter, through its Board of Directors, and they shall have complete control over the acquisition, administration, and disposition of any property, funds, or assets. The Chapter may accept gifts, legacies, devises, donations, and/or contributions in any amount and in any form upon such terms as may be decided by the Board of Directors.

ARTICLE XIII USE OF NAME

No member shall speak in the name of the Chapter without authorization from the president or Board of Directors.

ARTICLE XIV STAFF

The Chapter Board of Directors may employ staff whose terms and conditions of employment shall be specified by the Board. Such staff may manage and direct the activities of the Chapter as prescribed by the Board of Directors and shall be responsible to the Board.

ARTICLE XV AMENDMENTS TO THE BYLAWS

A. INITIATION OF AMENDMENTS

1. Amendments to the bylaws may be initiated in either of two ways:
2. The Board of Directors, either alone or upon recommendation of the bylaws committee, may initiate bylaw amendment, or
3. Ten (10) members of the Chapter may, by a written petition addressed to the secretary of the Chapter, initiate an amendment.

B. ADOPTION OF AMENDMENTS

Proposed amendments which have received a two-thirds (2/3) vote of the Board of Directors present shall be recommended to the membership for ratification by mail ballot. A written ballot for the proposed amendment or amendments shall be sent to all voting members of the Chapter at least three (3) weeks prior to the time of voting referring the voters to the chapter website for review of old and proposed bylaws. If a member requires a hard copy of the amendment or amendments, the member shall contact the Board of Directors for said copy. There shall be specified on the ballot a deadline for return of the mailed ballot. A three-quarters (3/4) majority of ballots returned shall be required for ratification of the proposed amendment or amendments.

ARTICLE XVI DISSOLUTION

Dissolution of the Chapter, whether voluntary or involuntary, shall be conducted in accordance with applicable law.

In the event of the dissolution of the Chapter, all assets and funds of the Chapter shall, after debts and/or obligations are paid, be distributed to a charitable organization or foundation as determined by the Board of Directors.

ARTICLE XVII RULES OF ORDER PARLIAMENTARIAN

Robert's Rules of Order, Revised, shall govern all meetings of the Chapter in which they are applicable and in which they are not inconsistent with these bylaws unless modified by the majority of the voting members present.

The parliamentarian for the Chapter shall be the past president or shall be appointed by the president from among the members of the Board of Directors. The parliamentarian shall have the responsibility to ensure compliance with the bylaws and Robert's Rules of Order, Revised, unless modified, at all meetings of the Board of Directors and all official meetings of the Chapter.

CERTIFICATION OF THESE BYLAWS

These bylaws of the Central San Joaquin Valley Chapter of California Association of Marriage and Family Therapists were adopted by the Board of Directors in official meeting on the 12th day of April 2007, and by mailed or electronic-mailed ballot to the general membership in the month of April 2007. These facts are certified true and correct by the Board of Directors and the records of the Chapter.

Roseann E. Saliba, LMFT

Roseann E. Saliba, LMFT, President

Katie Quinn-Crask

Katie Quinn-Crask, MFT Intern, Chief Financial Officer

Jean Galbraith

Jean Galbraith, LMFT, Member-at-Large

Jane Ameling-Heiken

Jane Ameling-Heiken, LMFT, President-Elect

Leah Fallis, LMFT

Leah Fallis, LMFT, Member-at-Large

James Powroznik, LMFT

James Powroznik, LMFT, Member-at-Large