

SPARTANBURG HUMAN RESOURCE ASSOCIATION CHAPTER 077 BY-LAWS

Article I. Name and Affiliation

Section 1.1: The name of this Chapter is the Spartanburg Human Resources Association, herein referred to as the "Chapter".

Section 1.2: The Chapter is affiliated with the Society for Human Resource Management (herein referred to as SHRM).

Section 1.3: The Chapter is a separate legal entity from SHRM. It shall not be deemed to be an agency or instrumentality of SHRM or of a State Council and SHRM shall not be deemed to be an agency or instrumentality of the Chapter. The Chapter shall not hold itself out to the public as an agent of SHRM without express written consent of SHRM. The Chapter shall not contract in the name of SHRM without express written consent of SHRM.

Article II. Chapter Purpose

The purposes of the Chapter, as a non-profit organization, are:

- I. To provide a forum for the personal and professional development of our members;
- II. To provide an opportunity to develop leadership, managerial, public speaking and group decision-making skills;
- III. To provide an arena for the development of trust relationships where common problems can be discussed and deliberated;
- IV. To provide an opportunity to focus on current human resource management issues of importance to our members;
- V. To provide a focus for legislative attention to state and national human resource management issues;
- VI. To provide valuable information gathering and dissemination channels;
- VII. To provide a pool of human resource management leaders for perpetuation of the Chapter and of SHRM;
- VIII. To serve as an important vehicle for introducing human resource management professionals to SHRM.

Article III. Fiscal Year

The fiscal year of this Chapter shall be the calendar year.

Article IV. Membership

Section 4.1: Regular Membership is open to anyone who meets at least one of the following categories:

- Human Resource practitioners, or the person responsible for human resource functions, whose job responsibility and work time involves at least 50% managing human resource functions, or whose work demonstrably has a direct relationship to human resources. This shall include government, education, non-profit agencies, business or industry.
- Faculty members holding an assistant associate or full professor rank in human resource management or directly related courses.
- Attorneys who counsel and advise clients on matters relating to labor and employment law.
- Professional consultants with at least three years experience in human resource management.
- Current certification by the Human Resource Certification Institute.
- Current member of the Society for Human Resource Management (SHRM).
- A person relocating to the area who was a member of another SHRM affiliated chapter prior to relocation.
- Anyone who can demonstrate to the Board of Directors a bona fide interest in human resource management and the mission of the Chapter.

Section 4.2: Student Membership is available to a full time student in a course of study closely related to the human resource profession. A student member may not vote or hold office in the association. A student will not be classified as a student member if he/she meets eligibility requirements as a regular member.

Section 4.3: It is recommended that a potential member attend at least two regular monthly meetings or a regular meeting and an orientation meeting prior to submitting a membership application. An application for membership, available from any board member or on the Chapter website, must then be submitted to the Membership Chairperson for recommendation to the Board of Directors. Upon majority approval by the Board, new members will be notified in writing of their acceptance.

Section 4.4: Membership Continuity includes

- A current member whose membership is based solely on employment status may maintain membership if he/she becomes unemployed and continues to seek new employment in the human resource profession.
- A current member who retires may maintain membership.
- For extenuating reasons not specified above, continued membership may be approved by the Board of Directors.
- Memberships are individual and are not transferable.

Section 4.5: Fifty-one percent (51%) of the Chapter members are *required* to be members of the Society of Human Resource Management (SHRM).

Section 4.6: Each regular member of the association may cast one vote on any matter brought before a vote of the members. A student member may not vote or hold office in the association.

Section 4.7: Dues are currently \$25.00 per year for SHRM members, \$40.00 per year for non-SHRM members, and \$20.00 per year for student members. The membership fee for retired members will be waived. New members accepted before July 1st shall pay full dues. New members accepted July 1st – November 1st shall pay half dues. New members accepted and joining in November and December will not be required to pay dues for that particular calendar year. Dues for the coming year will be due and payable in December. If dues are not received by the Treasurer on or before January 31st, the assumption will be made that the decision has been made not to renew membership and any such names will be removed from the membership directory. Changes to the yearly membership dues, if any, shall be approved at the November meeting each year. Dues are set annually and are subject to change. In addition to the annual dues there is a monthly per meeting cost which may be paid via option of a flat rate in conjunction with the annual membership dues payment, or by meeting in conjunction with the annual membership dues.

Section 4.8: Members may bring a guest to a meeting. Guests will be required to pay the per meeting cost. In the event that a guest, or member that is paying by meeting, does not attend he/she remains responsible for paying the per meeting cost.

Article V. Meetings

Section 5.1: Regular meetings of the Association shall be held the first Thursday of each month, except when postponement is deemed necessary by the President. Meetings are scheduled January through December, except for July.

Section 5.2: Business meetings of the officers shall be called by the President as he/she deems necessary.

Section 5.3: The annual meeting of the members for electing Directors or Officers and conducting other appropriate business shall be held in November, or at such other time as determined by the Board of Directors.

Section 5.4: Notice of regular meetings shall be given to all members at least seven days prior to the meeting. Notice of any special meeting will be given to the members at least ten days prior to the meeting.

Section 5.5: Members holding one-tenth of the votes entitled to be cast, represented in person, shall constitute a quorum. The vote of a majority of the members present at any meeting at which there is a quorum shall be necessary for the adoption of any matter voted on by the members.

Section 5.6: If a reservation is made for a scheduled meeting and is not canceled by the cancellation deadline noted on the monthly newsletter, the individual will be billed for the cost of the meeting.

Article VI. Board of Directors

Section 6.1: The Board of Directors shall consist of ten (10) members, all of whom shall be active members of the Spartanburg Human Resource Association. All members of the SHRA Board of Directors are to be a current member in good standing of SHRM throughout the duration of his/her term of office.

Section 6.2: The Board of Directors, and their term length, shall be composed of

- I. President – 1 year term
- II. President Elect – 1 year term
- III. Vice President – 1 year term
- IV. Secretary – 2 year term
- V. Treasurer – 2 year term
- VI. Immediate Past President – 1 year term
- VII. Four Members-at-Large – 2 year term

Members that rotate off the Board of Directors as a result of meeting term length may rotate back on after two (2) years.

Section 6.3: The nomination and election of the Board of Directors will be in accordance with Article 5, Section 3.

Section 6.4: The nomination and election of officers shall be handled under the following provisions:

- I. Nominations shall be made from the membership at large

II. The Nomination Committee consists of the four most recent Past Presidents of the Association. A member of this committee shall present its recommendations to the members at the November meeting. If any of the four most recent Past Presidents are unable to serve on the nominating committee, a replacement or replacements may be selected by the current President.

III. A majority of votes shall decide an election.

Section 6.5: Should the President elected be unable to take office, a special election will be held to fill the vacancy. Should the President be unable to serve out his/her term of office, the President Elect shall be automatically elevated to the office of President. Should a vacancy occur in any of the elective offices, a special election shall be held to fill the vacancy.

Section 6.6: The Board of Directors shall have the general discretion and control of the affairs of this organization, in accordance with the duties customarily performed by a Board of Directors.

Section 6.7: The simple majority of the total Board of Directors shall constitute a quorum for the transaction of business.

Section 6.8: Any vacancy on the Board of Directors shall be filled by a vote by the majority of members of the Association present, but the member so elected shall hold office only until the expiration of the term of the original member.

Section 6.9: Any Director or Officer may be removed from office, with or without cause, upon an affirmative vote of two-thirds of the entire Board of Directors at a duly constituted Board of Directors meeting.

Article VII. Committee Appointment

The establishment of both standing and ad-hoc committees shall be the right of the Board of Directors.

Article VIII. Statement of Ethics

The Chapter adopts SHRM's Code of Ethical and Professional Standards in Human Resource Management for members in the Association in order to promote and maintain the highest standards among our members. Each member shall honor, respect and support the purposes of the Chapter and of SHRM.

The Chapter shall not be represented as advocating or endorsing any issue unless approved by the Board of Directors. No member or guest shall actively solicit business from any other member at Chapter meetings, nor use meetings as a means to obtain information to solicit members outside of the Chapter meetings.

Article IX. Amendment of By-laws

The By-laws may be amended by a majority vote of the members present at any meeting at which a quorum exists and in which required notice has been met, provided

that no such amendment shall be effective unless and until approved by the SHRM President/CEO or his/her designee as being in furtherance of the purposes of the SHRM and not in conflict with SHRM By-laws. Any motion to amend the By-laws shall clearly state that it is not effective unless and until approved by the SHRM President/CEO or his/her designee.

Article X. Chapter Dissolution

In the event of the Chapter's dissolution, the remaining monies in the Treasury, after Chapter expenses have been paid, will be contributed to an organization decided upon by the Board of Directors at the time of dissolution (e.g. the SHRM Foundation, the State Council, a college or university with an HR degree program, or such organization or charity with purposes consistent with those of the Chapter).

Article XI. Withdrawal of Affiliated Chapter Status

Affiliated Chapter status may be withdrawn by the President/CEO of SHRM or his/her designee as a representative of SHRM Board of Directors upon finding that the activities of the Chapter are inconsistent with or contrary to the best interests of SHRM. Prior to withdrawal of such status, the Chapter shall have an opportunity to review a written statement of the reasons for such proposed withdrawal and an opportunity to provide the SHRM Board of Directors with a written response to such a proposal within a thirty (30) day period. In addition, when the Chapter fails to maintain the required affiliation standards as set forth by the SHRM Board of Directors, it is subject to immediate disaffiliation by SHRM. After withdrawal of Chapter status, the SHRM Board of Directors may cause a new Chapter to be created, or, with the consent of the President/CEO of SHRM and the consent of the body which has had Chapter status withdrawn, may re-confer Chapter status upon such body.

Note: These revised By-laws are not effective until approved by the SHRM President/CEO or designee, ratified by the membership of the Chapter, and signed by:

Approved by: Janice Kutkus, PHR Date 2-18-13
Chapter President

Approved by: Laune Medford Date 10/31/12
SHRM President/CEO or Designee