



*Established May 21, 1999*

## **Bylaws**

*Revised bylaws officially adopted on April 9, 2008*

### **Article I**

#### **Name**

The name of this organization shall be the Evansville Area Fundraising Council (EAFC).

### **Article II**

#### **Purposes**

Section 1. The principal purposes of the EAFC include.

- a. To provide an educational forum which will promote and support philanthropy with the intent to benefit both donors and nonprofit organizations.
- b. To provide a forum for communication and a clearing house for information about development issues.
- c. To create and further an awareness of regulatory and legislative issues affecting the non-profit sector.
- d. To advance the education and professional expertise of EAFC members.
- e. To encourage interdisciplinary interaction of members and other allied professionals.
- f. To carry on all lawful activities that support and advance the foregoing purposes with the meaning of the Internal Revenue Code Section 501(c)(3).
- g. To help enhance planned giving as a profession and provide mutual support to the National Committee on Planned Giving, since we are a member council.
- h. To help enhance fund development as a profession and encourage membership within the Association of Fundraising Professionals.

## **Article III**

### **Organization**

#### Section 1. Board of Directors

There shall be four officers of the EAFC: President, Vice President/President Elect, Secretary, and Treasurer. These four, the chairs of the three standing committees (Leave A Legacy, Membership/Marketing and Program), plus four at-large members, shall comprise the Board of Directors of this organization. The Board of Directors shall have the power to transact business on behalf of the EAFC. All Directors must be members in good standing.

#### Section 2. Nominating Committee

There shall be a Nominating Committee composed of at least seven members. All past members of the Board of Directors are members of the Nominating Committee. In addition, the President may appoint three additional members, more if necessary, to bring the total up to a minimum of seven. The President shall appoint a chairperson from among the past members of the Board of Directors. The Nominating Committee shall present to the membership a slate of officers for their consideration. Members shall have the opportunity to nominate candidates, with their prior permission, from the floor. Candidates for each office shall be elected by a vote of the majority of the members voting (in person or by proxy) at the regular November meeting of the EAFC.

#### Section 3. Standing Committees

##### a. Leave a Legacy Committee

This committee is to conduct workshops about Leave A Legacy as the Board determines. This committee helps keep the idea of estate gifts, especially wills, in the public sector's awareness.

##### b. Membership/Marketing Committee

This committee is to promote membership in the EAFC through dissemination of membership materials to area nonprofits and additional means as necessary. In addition, this committee is responsible for promoting all activities and events of the EAFC.

##### c. Program Committee

This committee oversees the regular meetings of our Council in January, February, March, April, May, September, October, and November.

The President has the authority to create additional Standing Committees as he or she feels necessary to conduct the business of the EAFC. The President may also appoint,

with the approval of the Board of Directors, members of the EAFC to chair such committees.

#### Section 4. Terms of Office

All Board Directors shall be elected for the term of two years, commencing January 1, and no Board Director shall succeed himself or herself in the same office for more than one additional term. Elections will be held at the November meeting. If there is a vacancy for any reason, the Nominating Committee shall present to the membership a candidate or candidates for that office at the next regular meeting for a vote by the membership. The newly elected officer shall serve for the remaining term of the vacated office. Individuals who have served as officers for two consecutive terms may be nominated and reelected for the same office after one full intervening year.

#### Section 5. Officers of the EAFC

##### a. President

The President shall serve as the Chief Executive Officer of the EAFC. He or she shall chair all meetings of the EAFC.

##### b. Vice-President

The Vice-President shall be considered the next President after the current President has completed his or her term or terms. He or she shall act and preside in the absence of the President. Additional duties shall include the responsibility of overseeing the three standing committees.

##### c. Secretary

The Secretary shall be responsible for maintaining records and distributing membership rosters, meeting notifications, and handling general correspondence on behalf of the Board of Directors of the EAFC including regular announcements to the media.

##### d. Treasurer

The treasurer shall be responsible for the collection and disbursement of funds for meetings and other purposes as authorized by the Board of Directors. He or she shall have cosignatory powers on checks, along with the President and Vice-President. The Treasurer shall make regular financial reports to the membership and the Board of Directors.

#### Section 6. Advisory Council

An Advisory Council may be constructed as deemed necessary by the Board of Directors of EAFC.

## **Article IV**

### **Membership**

#### Section 1. Membership

Membership in the EAFC shall be open to all professionals working in the field of fund development and its allied professions.

#### Section 2. Responsibility of Members

- a. Membership in the EAFC requires payment of annual dues to be determined by the Board of Directors. An exception to this shall be honorary members, whom the Board of Directors may nominate and the membership may approve by a majority vote of those present at a regular meeting of the EAFC.

#### Section 3. Privileges of Members

The following privileges are extended to all EAFC members:

- a. Attendance and direct participation at all regular EAFC meetings. Notice of meetings shall be sent to members in advance of all meetings.
- b. Voting power on all matters relating to membership, candidates for office, and bylaws.
- c. Membership opportunities in both local and national councils/organizations such as NCPG and AFP.

## **Article V**

### **Meetings**

There will be eight meetings of EAFC. These will be held on the second Wednesday of January, February, March, April, May, September, October, and November at a location and time agreed upon by the Board of Directors. The main portion of the regular meetings shall be devoted to subjects of interest to development professionals and its allied professionals. The Board may also organize other meetings as it deems necessary to fulfill the purposes of the EAFC.

## **Article VI**

### **Finances**

Members shall pay designated dues to finance the operation of the EAFC. Costs of meals at any event will not be included in the dues. Annual dues shall be assessed or changed as approved by the majority of the members present at the last meeting of each calendar year for the next year. If no change is made, the dues for the new year will be the same as the prior year.

## **Article VII**

### **Amendment of Bylaws**

With the approval of the Board of Directors, the Bylaws may be amended by a vote of two-thirds of the members voting, in person or by proxy, at any regular meeting of the EAFC or by e-mail. Notice of such a vote, including a copy of the proposed amendments, shall be sent to each member of the EAFC.