

**Vietnam Veterans of America Inc.**  
**Conference of State Council Presidents Bylaws**

Article I  
Purpose

The purposes of the Conference of State Council Presidents are: to provide the means of making recommendations to the Board of Directors; and, to foster and encourage interaction between Chapters, State Councils and the Board of Directors.

Article II  
Membership/Voting

1. Each chartered State Council in good standing is entitled to membership in the Conference of State Council Presidents (Conference) and is authorized to participate to the extent it desires.
2. Each State Council shall be considered autonomous and a distinct entity within the Conference.
3. The State Council President shall be the official representative to the Conference. The State Council President or State Council President's authorized representative shall be seated after supplying a signed form SF-180 and/or any other documentation required by a majority of the Conference.
4. Each State Council represented at a Conference meeting shall be entitled to one vote on all matters before the Conference. Roll call votes may be taken at the discretion of the Chair.
5. A quorum of the Conference members shall be a majority of the current number of State Councils in good standing.

Article III  
Officers

1. The Conference shall elect from its members a Chair, First Vice-Chair, Second Vice-Chair, and Secretary.
2. The Conference may elect other officers as it determines necessary to conduct the business of the Conference.
3. The term of office shall be two (2) years commencing with the meeting in October, held in even numbered years and ending with the next election meeting two (2) years hence.
4. In the event of the resignation, death, or inability of the Chair to complete a term of office, the First Vice-Chair shall assume the duties.
5. Newly elected officers shall assume their duties immediately upon completion of the election.

Article IV  
Duties of Officers

1. The Chair shall appoint the chairperson of committees, who shall then appoint the members of the committee subject to the approval of the Conference. The Chair shall attend and represent the Conference at all meetings to the Board of Directors of the Corporation and shall present matters as directed by the Conference members to the Board of Directors for consideration and/or action as required. He/she shall direct correspondence to the members of the purpose of determining their desires or positions with regards to matters that may come up between Conference meetings. In the event a National Board of Directors electronic vote is required, the Chair shall contact at a minimum the Vice Chair for their input and guidance prior to rendering a vote. Notes of such contact and vote shall be made by the Chair and made available to the members at the next convenient opportunity (i.e., monthly mailing or meeting). The Chair shall provide advice and input as requested by the Board of Directors of the Corporation with regard to the position of the conference members.
2. The Chair shall provide for the arrangement of Conference meeting locations and dates, determine agendas with input of members, and otherwise provide for the efficient administration of the Conference.
3. The Vice Chairs, in their order of succession, shall assist the Chair and assume the duties of the Chair in the event of absence, resignation, death, or other incapacity to act.
4. There shall be no compensation paid, either in the form of salary, benefits, or otherwise, to the officers of the Conference. Reasonable expenses incurred shall be reimbursed or as otherwise directed by the Treasure of the Corporation.

Article V  
Meetings

1. There shall be a minimum of three regular meetings each year at the National Office in Silver Spring, MD. The time and place of such meeting shall be as directed by the Conference members. The Conference may, from time to time, hold other meetings as directed by the members.
2. Notice of dates and locations of meetings shall be provided to each State Council not less than 30 days prior to such meetings. Such notice may be given at regular meetings or events as published from time to time by the Corporation.
3. The **October Conference** meeting of even numbered years shall be the election meeting. The last order of business will be the election of officers.

Article VI  
Election of Officers

1. Each member of the Conference shall be eligible for any office.
2. A member of the Conference at the election meeting may nominate a candidate for office.
3. Each candidate for office is encouraged to provide a letter of intent to each State Council indicating the office sought at least fifteen (15) days prior to the election meeting. Campaign literature may be included, subject to the rules established by the Conference members.
4. In the event of any vacancy occurring in the Conference officers, the first order of business, at the next meeting will be to fill the vacancy.

