



## **BYLAWS: PARENTS, FAMILIES AND FRIENDS OF LESBIANS AND GAYS**

### **FRANKLIN CHAPTER**

#### **ARTICLE I**

##### **NAME**

1. The name of this organization shall be: The Parents, Families and Friends of Lesbians and Gays Franklin Chapter. The Parents, Families and Friends of Lesbians and Gays Franklin Chapter shall hereinafter be referred to as "chapter," and Parents, Families and Friends of Lesbians and Gays, Inc. shall hereinafter be referred to as "PFLAG."

#### **ARTICLE II**

##### **AUTHORITY**

1. Charter – The charter authorizing the organization of this chapter shall be granted by the Board of Directors of PFLAG.
2. Bylaws – The chapter shall be subject to the bylaws of PFLAG, a copy of which is attached. The bylaws of PFLAG, by virtue of their attachment to these bylaws, are incorporated herein.

## ARTICLE III

### PURPOSE AND SCOPE

1. Support PFLAG – The purpose of this chapter shall be to support the mission of the PFLAG organization; to promote the health and well-being of gay, lesbian, bisexual and transgender persons, heir families and friends through: support, to cope with an adverse society; education, to enlighten an ill-informed public; and advocacy, to end discrimination and to secure equal civil rights. Under no circumstances shall this chapter fund, endorse or contribute in any way to the election campaign of a candidate for public office, or act in any way as to jeopardize the status of PFLAG as a tax exempt corporation under Internal Revenue Code section 501©3.

*Comment: Individuals may of course act privately to support political Candidates, but for the organization to do so would jeopardize PFLAG's tax status.*

2. Limits – The chapter shall take no legal action without approval of the Board of Directors of PFLAG.
3. Logo – The PFLAG logo may be used on chapter publications, advertisements and in materials to be sold for fundraising purposes, letterhead, publicity, and whatever other uses are consistent with national objectives and authorized by the chapter as set forth in PFLAG's Trademark and Trade Name Licensing Agreement.

## ARTICLE IV

### GOVERNMENT

1. Government – The government of the chapter shall be entrusted to the members of the chapter, who shall elect a President and a Secretary/Treasurer

*Comment: The two offices named in this bylaws model are a legal minimum for a California corporation. The office of the President must be separate from the office of Treasurer or Secretary. Chapters are free to designate, however, what officers it will need and have. Some will wish to have vice president(s), honorary officers, chair or co-chairs, separate secretary and treasurer, and other officers as they see fit.*

2. Meetings – The membership shall hold regular monthly meetings. Special meetings may be called by the President or 25 percent of the members.

*Comment: Chapters are free to designate the frequency of regular meetings. Some will wish more frequent meetings than monthly, some less. Keep in mind that overly frequent meetings can cause membership drop-off because of over-burden, but too infrequent can cause the same effect.*

3. Delegation – The membership may delegate duties to whatever committees or individuals it designates; except that such committees and individuals must serve under the authority of and at the pleasure of the membership. The chapter membership may if it wishes, appoint an Executive Committee to carry out the day to day business of the chapter.

*Comment: Larger chapters may wish to appoint an Executive Committee. The utility of having such a committee should be balanced against the loss of direct control by the membership. Chapters can decide who is to be on such a committee, if established.*

4. Quorum – A quorum shall consist of one-third of the chapter membership. However, if 10 days written notice of the agenda is given to membership, then agenda items may be acted upon at a meeting with ten percent of the membership in attendance. No other business shall be acted upon unless one-third of the membership is present.

*Comment: A quorum consisting of a majority of members may mean that chapter business is hard to move, due to lack of quorum. But too few in a quorum may mean policy for many is being decided by a hard core few. California law provides for special notice requirements for organizations with fewer than a one-third quorum. We suggest, therefore, that one-third of the chapter membership be the minimum needed for a quorum.*

5. Election of Officers – All chapter members in good standing shall have the right to one vote at the annual election meeting. No officer of the Chapter may serve more than four consecutive terms in the same position. The membership may establish a nominating committee to present nominees at the annual election.

*Comment: Unless you specify differently in another clause, this implies annual terms in office. Note that establishing a nominating committee is discretionary, and that more elaborate election rules can be set forth in the bylaws if the chapter wishes. Refer to the national bylaws for a more involved governance process. In the early stages a nominating committee may not be necessary.*

## **ARTICLE V**

### **LIAISON WITH PFLAG**

Six months after the organization of the chapter, the president of the chapter shall submit an annual plan of activities. Chapters shall maintain open communication with the PFLAG organization submitting such information as requested by the organization in a timely manner.

## **ARTICLE VI**

### **MEMBERS**

1. Any member of the public, including at-large members, is eligible for chapter membership.
2. In addition to the PFLAG organizational annual dues, the chapter may set chapter dues.

## **ARTICLE VII**

### **AMENDMENTS**

Proposed amendments to these bylaws shall be made by a majority of chapter members voting.

**END**