



Standard Chapter Bylaws

*(Approved by the LSCU Board on
12/10/20)*

Article I Name and Location

Section 1: Name

The name of this Chapter shall be the _____ Chapter of the League of Southeastern Credit Unions (LSCU).

Section 2: Location

The Chapter Area shall be the following geographic area: _____

Article II Purpose

Section 1: Purpose

The purpose of the Chapter is to:

- Promote cooperation among credit unions within the Chapter;
- Support the growth of credit unions;
- Promote and support the League of Southeastern Credit Unions;
- Sponsor educational programs;
- Promote grassroots advocacy efforts in support of the credit union movement;
- Encourage credit union participation in community involvement projects;

Section 2: Integral Part of League

The Chapter is an unincorporated association established by the League and is recognized as an integral part of the League.

Article III Membership

Section 1: Membership

Credit unions with an office within the Chapter area shall be eligible for the following classes of membership:

Primary Members - Any LSCU affiliated credit union with its headquarters located in the Chapter area is eligible to be a Primary Member.

Associate Members - Any LSCU affiliated credit union with a branch located in the Chapter area is eligible to be an Associate Member.

Additional Members - Any credit union headquartered in a non-LSCU state with a branch located in the Chapter area is eligible to be an Additional Member, if it is affiliated with the League in its home state other than the League of Southeastern Credit Unions.

Section 2: Membership Voting

All Primary Members shall be entitled to one (1) vote.

Article IV Meetings

Section 1: Annual Meeting

The Annual Meeting of the Chapter shall be held by April 30th of each year at a time and place indicated by the Chapter Board. A notice shall be sent by the Secretary to all affiliated chapter credit unions and the League at least fifteen (15) days prior to the date of the meeting.

Section 2: Regular Meetings

The Chapter shall hold at least one (2) regular meeting each calendar year.

Section 3: Special Meetings

Special Meetings shall be called by the Chapter President or upon request of the greater of two (2) Primary Members or 25% of the Primary Members; notice given by Secretary to

Chapter members and the League at least one week in advance. The purpose of meeting and business to be transacted shall be clearly stated in the meeting notice. No other business may be conducted at a special meeting.

Section 4: Location of Meetings

Meetings may be held either in-person or virtually, as decided by the Chapter President.

Section 5: Quorum

The representation from the greater of two (2) Primary Members or 25% of the Primary Members shall constitute a quorum.

Article V Board of Directors

Section 1: Board of Directors

The Board of Directors shall consist of not less than three (3) Board members. The majority of the members of the Board of Directors shall be Primary Members, as defined in Article III, Section 1. The size of Chapter Boards may remain the same as at the time of approval of the new bylaws. The members may change the number of Directors by a two-thirds vote provided notice of such change was included in the Notice for such members.

Section 2: Election of Directors

Eligibility:

Credit union officials of Primary Members of Chapter; Chapter Board by policy or by policy adopted by membership may allow the following to also serve as a Director—

- (1) Employees or credit union officials of Associate Members of this Chapter
- (2) Employees or credit union officials of Additional Members of this Chapter.

“Credit Union Official” defined as a director, supervisory committee member, credit committee member, or employee of a primary member credit union.—Article XI (Definitions)

Procedures:

The Board shall appoint a Nominating Committee no later than the meeting preceding the Annual Meeting; the Nominating Committee must ascertain the eligibility of each candidate, including determination of affiliation status with the League of Southeastern Credit Unions.

Notification: The Nominating Committee report of qualifying candidates shall be included with the Annual Meeting notice.

Voting:

Each Primary Member credit union having voting rights shall be entitled to cast one (1) vote; nominations may be received from the floor only if there are fewer candidates nominated for office than there are vacancies to be filled.

Section 3: Board Duties

Board of Directors shall be responsible for the general management and control of the affairs, funds and records of this Chapter and shall perform other duties as prescribed in these Bylaws and those of the League of Southeastern Credit Unions.

Section 4: Meetings

The Board shall meet at the call of the Chapter President or upon request of majority of the Board.

Notice of meetings must be given to Secretary at least three (3) days prior to the meeting.

Section 5: Board Terms

Directors shall serve a term not to exceed three (3) years, commencing at end of the Annual Meeting.

The number of consecutive terms which may be served by any one person may be limited by a policy adopted by the Directors or a policy adopted by the membership.

The Secretary or Secretary/Treasurer (for chapters with a combined position) shall ensure that the officers meet the eligibility guidelines as established in the Chapter bylaws.

The Secretary (Secretary/Treasurer) shall send the new officer information to the designated LSCU Chapter liaison.

Section 6: Removal from Office

Directors shall be removed by a majority vote of the Board upon determination of the following:

- (1) A Director no longer possesses the qualifications specified in the Bylaws; or
- (2) In the case of removal for cause, the determination of "cause" shall be at the discretion of the Board and the removal shall constitute a vacancy for that position.

Section 7: Vacancies

Vacancies shall be filled by appointment of Board for unexpired term unless Board appointment specifies that an election for the unexpired term be held at next Annual Meeting.

Section 8: Quorum

A majority of the Board of Directors shall constitute a quorum.

Article VI Executive Officers and Duties

Section 1: Executive Officers

Executive officers of this Chapter shall be, at a minimum, a President, a Vice President and a Secretary/Treasurer.

Section 2: Board of Directors

Board of Directors shall elect executive officers from its own body at first meeting of Board. Officers shall serve until successors are elected. A vacancy occurring in an office shall be filled by appointment of Board until next election.

Section 3: President Duties

The Chapter President shall preside over all meetings and shall, in the way and manner directed by the Board of Directors, manage the affairs of the Chapter.

Section 4: Vice President Duties

The Chapter Vice President shall preside in the absence of the President and perform all other duties as assigned by the Board of Directors. In the event the office of President is declared vacant, the Vice President shall automatically assume the office of President.

Section 5: Secretary/Treasurer Duties

The Chapter Secretary/Treasurer (Secretary for Chapters with both a Secretary and a Treasurer) shall keep correct records of all meetings of the Chapter and the Board of Directors. Copies of the Chapter and Board meeting minutes shall be furnished to the designated League Chapter liaison within thirty (30) days of the meeting. Secretary/Treasurer shall give notice of all meetings to the members and shall perform other duties incident to this office.

The Chapter Secretary/Treasurer (Treasurer for Chapters with both a Secretary and a Treasurer) shall be custodian of the Chapter funds. Secretary/Treasurer shall maintain detailed records of the financial transactions of the Chapter and shall make all collections and disbursements as directed by the Board. Secretary/Treasurer shall give a complete report at each meeting of the Chapter. A copy of the Chapter's annual financial report shall be forwarded to the designated League Chapter liaison and to each Chapter member.

Article VII Committees

Section 1: Standing and Special Committees

Standing and special committees, appointed by the Chapter President or requested by the League, may be created from time to time to facilitate the operation and proper function of the Chapter.

Article VIII Finances

Section 1: Method

The method of financing shall be determined by the Chapter Board of Directors. The Board is responsible for producing the annual report of expenditures each year.

Section 2: Safeguarding Funds

Funds of Chapter shall be safeguarded in a manner determined by the Board of Directors.

Section 3: Merger/Dissolution

Upon recommendation by the Chapter Board and approval by the Board of Directors of the League of Southeastern Credit Unions, the Chapter can merge with another Chapter. Upon merger with another Chapter, all assets and liabilities will be assumed by the continuing Chapter.

Article IX Amendments

Section 1: Proposed Amendments

Any proposed amendments to the Chapter Bylaws must be submitted to LSCU Board of Directors for approval before becoming effective.

Article X Parliamentary Authority

Rules contained in the most recent edition of the Scott Forsman Roberts Rules of Order Newly Revised shall govern this Chapter in all cases to which such rules are applicable and in which they are not inconsistent with these bylaws.

Article XI Definitions

“Chapter Area” shall be the geographic area specified in Article I.

“Location” means the physical location of the headquarters office of the credit union.

“League” means the League of Southeastern Credit Unions.

“Director” means a director of this Chapter.

“Board” means the Board of Directors of this Chapter.

“Affiliated Credit Union” means a credit union with its location in a state which is a member of the League of Southeastern Credit Unions.

“Credit Union Official” means a director, supervisory committee member, credit committee member, or employee of a primary member credit union.