

AIP Region IV (Northeast)
American Institute of Parliamentarians

BYLAWS

ARTICLE I - NAME

The name of this organization shall be the American Institute of Parliamentarians/Region IV (Northeast) and may be referred to as AIP/Region IV.

ARTICLE II - OBJECTS

The objects of the AIP/Region IV shall be to promote the study and practice of parliamentary procedure and to further the purposes of the American Institute of Parliamentarians as expressed in its Bylaws, Code of Ethics, and Action Program.

ARTICLE III - MEMBERSHIP

All members of AIP living within Region IV, as defined by the AIP, shall be members of AIP/Region IV.

ARTICLE IV - OFFICERS

1. The officers of AIP/Region IV shall be a Governor, Vice Governor, Secretary, and Treasurer. They must be AIP/Region IV members.
2. These officers shall be elected at the Biennial Business Meeting and shall serve until the next Biennial meeting or until their successors are elected. They shall take office at the close of the meeting at which they are elected.
3. These officers shall perform the duties prescribed for them in the Bylaws of the AIP, these Bylaws, and the adopted parliamentary authority.
4. Vacancies in office shall be filled by the Executive Board, excepting the office of Governor which shall be filled by automatic succession by the Vice Governor, for the unexpired term.

ARTICLE V - MEETINGS

1. Regional Conferences shall be held at least biennially, with the meeting held in even numbered years designated as the Biennial Business Meeting. The dates and locations of the Regional Conferences shall be set by the Executive Board.
2. The conference organizing committee shall be authorized to charge registration fees sufficient to meet expenses. Any surplus shall be reserved for other AIP/Region IV expenses.
3. A quorum at Regional Conferences shall be one third of the members registered.

ARTICLE VI - EXECUTIVE BOARD

1. The Executive Board comprises the elected officers.
2. The Executive Board shall have full power and authority over the affairs of AIP/Region IV between meetings of the membership. The Board, however, shall be subject to the orders of AIP/Region IV, and none of its acts shall conflict with action taken by AIP/Region IV.
3. Meetings of the Board shall be called by the Governor or may be called by any two members. Meetings may be held by telephone, and business may be transacted by mail.
4. The Board shall prepare an annual budget for submission to the AIP Finance Committee, in the autumn of each year.

ARTICLE VII - COMMITTEES

The AIP/Region IV the Governor, with the approval of the Executive Board, or the Executive Board may establish standing or special committees to conduct the AIP/Region IV business. The Governor shall be, *ex officio*, a member of all committees, excepting a Nominating Committee.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

Robert's Rules of Order, most recent edition, shall govern the proceedings of AIP/Region IV where applicable and where not inconsistent with these Bylaws and the Bylaws of AIP.

ARTICLE IX - AMENDMENTS

These Bylaws may be amended by a two-thirds vote at any meeting provided that a copy of any proposed amendment(s) be sent to all members with the notice of the meeting.

Last known Region IV Bylaws as of June 5, 2004

*Note: Following are applicable from 2008 AIP Bylaws and Rules
Article XVI Regions
and
Standing Orders 9.2, 16*

2008 AIP Bylaws and Standing Orders *(Source: AIP Website 12/10/08)*

ARTICLE XVI REGIONS

Section 1. Purpose. The regions shall promote the objectives and educational programs of AIP by providing leadership training and workshops in parliamentary law and procedure, provide an opportunity for chapters to discuss issues of mutual benefit to AIP, enhance membership retention and extension, and hold a regional conference every two years.

Section 2. Boundaries. AIP shall be divided into regions determined by the Board of Directors.

Section 3. Bylaws. Each region shall adopt Bylaws. The Bylaws and amendments of the region shall be reviewed for compliance with AIP Bylaws, Standing Rules, and Standing Orders, and shall become effective only when approved by the Chairman of the Bylaws and Rules Committee. Two copies of any proposed change to a region's Bylaws, standing rules, or standing orders shall be sent to headquarters. A copy of the approved Bylaws, standing rules, and standing orders shall be filed at headquarters by the Chairman of the Bylaws and Rules Committee. This file copy shall show the date of approval. The Executive Director shall notify the region and the Chairman of the Member Services Committee when an approved copy is received.

Section 4. Meetings. Each region shall hold at least one regional conference every two years.

Section 5. Failure to Hold Conference. If a region fails to hold a regional conference during a two year period, the Member Services Committee chairman shall present a written plan and budget for a regional conference to the board or the Executive Committee. The board or the Executive Committee may amend the plan and upon approval, authorize the Member Services Committee chairman to implement the plan.

Section 6. Finances.

6.1 On or before June 1, each region shall submit an annual financial budget to headquarters. If approved, the Treasurer shall rebate \$3.00 per regional member to the region. All monies appropriated shall be used for the purposes specified within the approved budget. Any unclaimed rebates not withdrawn from AIP during a two year period shall be forfeited.

6.2 Regions shall not levy dues.

6.3 Registration fees may be collected from members and guests attending regional conferences.

Section 7. Elections. Each region shall elect a governor and such other officers as it deems necessary and appropriate. Their duties shall be defined in the region Bylaws.

Section 8. Governor's Duties. Each region shall be supervised by a governor who shall promote the goals, policies, and programs of AIP. The governor shall maintain close liaison with the region's chapters, encourage participation in and attendance at AIP programs, assist in the formation of and service to chapters; work to increase membership, assist in the organization of study classes, and file periodic reports on regional activities with the Member Services Committee chairman.

STANDING ORDERS

9. Chapters and Regions.

9.2 Regions Report. The Region Governor shall send a full report on the region conference by June 1 to the AIP officer liaison and the Member Services Committee Chairman.

16. Regional Dues Rebate. Regional Dues Rebate for a fiscal year shall be based on the number of membership dues paid by March 15th of the same fiscal year.