

CONSTITUTION AND BYLAWS

THE NORTH CAROLINA BLACK ELECTED MUNICIPAL OFFICIALS

ARTICLE I.

Name and Objectives

Section 1.1 NAME. This organization shall be known as the North Carolina Black Elected Municipal Officials (NCBEMO), which shall be a non-partisan federation of black municipal elected officials in the State of North Carolina.

Section 1.2 Mission. Serve as a strong and vital organization with the abilities to shape public policy and advocacy for municipalities and educate local elected officials about leadership and governance issues.

Section 1.3 Purpose and Goals. The purpose and goals of the North Carolina Black Elected Officials of Municipalities include:

- A. Encourage the full participation and active involvement of African American and other officials with interest in African American issues in the organization and policy-making and advocacy processes and programs of the National League of Cities and the North Carolina League of Municipalities.
- B. Serve as primary resource and networking forum in identifying and providing names, qualifications expertise and interests of African American officials in municipal government eligible for NLC and other nationally appointed positions.
- C. Promote issues of interest to African Americans and the status of African Americans in our cities, towns, villages and boroughs.
- D. Establish partnerships with other national, state or local organizations and corporations concerned with municipal government or African American municipal poly and legislative issues.

ARTICLE II.

Membership, Dues and Finance

Section 2.1 Classes of Membership. There shall be three classes: Full, Associate, And Honorary

Section 2.2. FULL MEMBERSHIP. Full membership *will* be granted to any Black elected municipal official interested in the purposes of the organization upon payment of the required membership dues.

Section 2.3 ASSOCIATE MEMBERSHIP. Associate membership may be granted to any former Black municipal official or anyone interested in the purposes of the organization upon payment of the required membership dues.

Section 2.4 HONORARY MEMBERSHIP. Any resident or former resident of the State of North Carolina who, in the opinion of the organization, has rendered distinguished service to the cause of better representative government shall be eligible

for honorary membership. Nomination to honorary membership shall be made by the Board of Directors to the general convention, which shall make all elections to honorary membership.

Section 2.5 AFFILIATE ORGANIZATIONS. Organizations whose membership is composed predominantly of Black elected or municipal officials may become an affiliate organization of the NCBEMO upon such terms and conditions as the Board of Directors and the officers of such organization shall mutually agree.

Section 2.6 MEMBERSHIP PRIVILEGES. Elected officials shall be entitled to all the privileges of membership. Associate, honorary and affiliate members shall be entitled to all the privileges of membership, upon payment of required dues, except they shall not be eligible to hold office or serve as a member of the Board of Directors and shall not be accorded the privilege of voting.

Section 2.7 Dues, Fees, and Membership Terms. Annual dues and activity fees for all classes of membership shall be determined by the Board of Directors and the dues for the membership year will begin 30 days prior to the NCBEMO General Membership Meeting at the NCBEMO Summer Conference. Dues may be paid through the Summer Conference registration process or by annual electronic invoicing of renewals, in person, or by mail to NCBEMO.

Section 2.8 Finance. NCBEMO funds raised from membership dues, activity fees, corporate donations, or any other source shall be expended only upon approval by the NCBEMO Board of Directors and/ or based on the annual NCBEMO budget. NCBEMO operating funds will be deposited and held in an account.

ARTICLE III.

Officers, Boards of Directors, and Board Meetings

Section 3.1 Officers. The officers of the NCBEMO shall be a President, First Vice-President, Second Vice-President, *Treasurer and Secretary* **and all past presidents who are elected officials.** If for any reason an officer cannot serve, the succession rule shall prevail. The officers, whenever feasible, should reflect representation from the four geographic regions (Western, Piedmont, Coastal, and Eastern) of the state. The Executive Committee of the Board shall consist of the President, First Vice-President, Second Vice-President, Treasurer, and Secretary. An Assistant Treasurer and Assistant Secretary shall be appointed by the Executive Committee but may not hold office. The NCLM Staff Liaison shall serve on the Executive Committee at the pleasure of the Committee. A Parliamentarian and a Historian shall be appointed **or removed for just cause** by the President but may not hold office.

Section 3.2 Attendance. NCBEMO Board members are allowed to miss 1 out of 4 meetings per year. Unexcused absences will be assessed by the Board. If a member misses more than 1 meeting their status as a Board member will be assessed by the Board. If a Board member cannot attend meetings on a regular basis and or do work outside the meetings it is recommended that they step down from their position.

Section 3.3 Board of Directors. The Board of Directors shall consist of the Executive, the immediate Past President, **and all past elected presidents who are municipal officials,** Chairs of the Standing Committees, (3) Regional Directors, Black members of the NC League of Municipalities Board, and one member each from the twelve (12) NCBEMO Districts composed of the following counties:

- (1) First District: Bertie, Camden, Chowan, Currituck, Dare, Martin, Gates Hertford, Pasquotank, Perquimans, Tyrell and Washington.
- (2) Second District: Beaufort, Carteret, Craven, Hyde, Jones, Onslow and Pamlico.
- (3) Third District: Bladen, Brunswick, Columbus, Duplin, New Hanover, Pender and Sampson.
- (4) Fourth District: Greene, Johnston, Lenoir, Pitt, Wayne and Wilson.
- (5) Fifth District: Edgecombe, Franklin, Halifax, Nash, Northampton and Warren.
- (6) Sixth District: Alamance, Caswell, Chatham, Durham, Granville, Orange, Person, Vance and Wake.
- (7) Seventh District: Cumberland, Harnett, Hoke, Lee, Moore, Robeson and Scotland.
- (8) Eighth District: Anson, Cabarrus, Mecklenburg, Montgomery, Richmond, Stanley and Union.
- (9) Ninth District: Davidson, Davie, Forsyth, Guilford, Randolph, Rockingham, Rowan and Stokes.
- (10) Tenth District: Alexander, Alleghany, Ashe, Avery, Caldwell, Iredell, Surry, Watauga, Wilkes and Yadkin.
- (11) Eleventh District: Burke, Catawba, Cleveland, Gaston, Lincoln, McDowell and Rutherford.
- (12) Twelfth District: Buncombe, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Madison, Macon, Mitchell, Polk, Swain, Transylvania and Yancey.

Section 3.4 Vacancies. Vacancies on the Board for any cause shall be filled for the unexpired term by the Executive Committee.

Section 3.5 Duties. Subject to this Constitution and such action as may be taken from time to time by NCBEMO at any annual or special meeting, the Board of Directors shall have general control and supervision over the organization and be empowered to determine all questions of policy which may arise during the interval between meetings. The Board of Directors shall meet at such time and place as may be designated by the President or any three (3) Directors.

Section 3.6 Quorum of the Board of Directors. All Directors shall be entitled to vote on any question coming before this body. No action shall be taken by the Directors at any meeting unless a quorum be present. A quorum shall consist of half the Board of Directors plus one. A majority of the Directors present and voting shall be required to adopt any motion or to take any other action.

Section 3.7 Executive Committee. The Executive Committee shall have and exercise all the powers and authority of the Board of Directors in the management of the business and affairs of NCBEMO.

Section 3.8 Election: Term of Office. All Officers and Directors shall be elected every other year at the annual meeting and shall hold their offices for a term of two years unless they voluntary step down or are removed for attendance. The Officers and Directors shall assume office immediately after the close of the annual meeting. The President's position shall be filled every two years by the previous year's First Vice-President. The First Vice-President's position shall be filled every two years by the previous year's Second Vice-President.

Section 3.9 Nominations. Nominations for Officers and Directors shall be made by a NCBEMO nominating committee of not less than five (5) members who shall be appointed and announced by the President no later than thirty (30) days prior to the first day of the annual meeting. Additional nominations may be made from the floor.

Section 3.10 Eligibility for Office. Any dues-paying Black elected official of a municipality in good standing shall be eligible for the office of President, Vice-President, or Director.

ARTICLE IV.

Duties of the Officer(s)

Section 4.1. President. The President shall preside at all business meetings of the League, but may *use* discretion or at the suggestion of the Directors, arrange for presiding Officers for the other meetings. The President shall appoint all committees unless otherwise provided, and shall perform such other duties as are usually incumbent upon that officer, or as may be directed by resolution of the NCBEMO or by the Board of Directors. In case of absence or disability of the President, and the Vice-Presidents in order named shall exercise said functions.

The Secretary shall take the minutes of the meetings of the Board of Directors and of the annual meetings; be custodian of legal papers and records of the organization; and in general, perform all duties incident to the position, and other duties may be assigned to the position by the

President and by the Board of Directors. The official depository of NCBEMO minutes shall be at the NCLM office.

The Treasurer shall have the power to authorize and review expenditures on behalf of the NCBEMO operating account. The Treasurer provides a Treasures Report at each NCBEMO Board of Directors Meeting.

ARTICLE V. Standing and Special Committees

Section 5.1 Standing Committees. The Standing Committees shall consist of:

- (a) Scholarship Committee. A committee on scholarships to consist of not less than three (3) members to be appointed by the President shall establish and implement an awards selection process for deserving applicants.
- (b) Resolutions Committee. A Committee on Resolutions to consist of not less than (3) members to be appointed and announced by the President not less than (30) days prior to the first session of the annual meeting.

Section 5.2 Special Committees. The Board of Directors shall establish such special committees as they deem necessary and appropriate. The President shall make all appointments to committees so established.

Section 5.3 Committee Meetings Membership. A majority of each committee shall constitute a quorum thereof, and any question may be decided by a majority vote of those in attendance. Vacancies shall be filled by the President. The President may appoint any member or a Black former municipal official to serve on any committee. Black former municipal officials are a non-voting member of *any* NCBEMO committee for such term as the President may designate.

ARTICLE VI. Meetings

Section 6.1. ANNUAL, SPECIAL MEETINGS. The NCBEMO shall hold at least *four* meetings annually at such time and place as may be determined by the Board of Directors. Special meetings of the NCBEMO may be held at such times and places as may be determined by the Board of Directors.

Section 6.2. Resolutions.

- (a) Proposed policy resolutions shall normally be presented in writing to the Chairman of the Resolution Committee not later than thirty (30) days preceding the first day of the annual meeting.
- (b) Any proposed policy resolution presented to the Resolutions Committee later than fifteen (15) days preceding the first day of the annual meeting shall not be submitted to the

NCBEMO for action except upon a favorable vote of two-thirds (2/3) of the members appointed to the Resolutions Committee and present.

(c) Any proposed policy resolution which has not been approved by the Resolutions committee shall not be submitted to the League for action except upon a favorable vote of three-fourths (3/4) of the members present and voting.

(d) For the purpose of this section, a policy resolution shall be deemed to mean any motion or resolution of the NCBEMO other than a resolution honoring or memorializing a person or persons for service to municipal government or to the NCBEMO, or a resolution expressing appreciation for courtesies or services rendered in conjunction with the annual meeting.

ARTICLE VII. Representation

Section 7.1. On all questions coming before the annual meeting, each member shall have one vote. Vote by proxy shall not be permitted. Except as otherwise provided, a majority vote shall govern in all cases. Between annual meetings the officers and directors may submit any question to the NCBEMO membership by mail ballot and such question so submitted shall be resolved in the same manner as in the annual meeting.

ARTICLE VIII. Financial Affairs

Section 8.1. For the support of the NCBEMO the Board of Directors shall establish annual fees for NCBEMO membership in such amounts as they may from time to time deem appropriate. The Board of Directors shall annually adopt a budget for the fiscal year.

ARTICLE IX. Amendments

Section 9.1 These bylaws may be amended at any NCBEMO annual membership meeting by a two-thirds vote of all voting members present and voting, provided such proposed amendment shall first have been submitted to the NCBEMO membership in writing not less than thirty (30) days prior to the first day of the Annual Meeting. Such vote shall not be taken until a report on the proposed amendment has been presented to the NCBEMO by the Board of Directors. Additionally, any proposed amendment can be taken up at the Annual Meeting with three-fourths membership vote.

Approved and adopted by the North Carolina Black Elected Municipal Officials membership assembled this 3rd day of February 2018 in the City of Greensboro.

Sheila Morton
NCLM Liaison for NCBEMO

Rose Glover
President, NC Black Elected Municipal Officials

AMENDMENTS

October 2006

ARTICLE II - Membership

SECTION 2: ASSOCIATE MEMBERSHIP

Associate membership may be granted to any former Black municipal official or anyone interested in the purposes of the organization upon payment of the required membership dues.

ARTICLE III - Officers, Board of Directors, Election

SECTION 5: ELECTION TERM OF OFFICE

All Officers and Directors shall be elected every other year at the annual meeting and shall hold their offices for a term of **one** two years. The Officers and Directors shall assume office immediately after the close of the annual meeting. The President's position shall be filled **each year** every two years by the First Vice-President. The First-Vice-President position shall be filled **each year** every two years by the Second-Vice President.

September 2017

ARTICLE I

SECTION 1.1 NAME

Added NCBEMO to name. Removed section 2 Objectives. Added section 1.2 Mission.

ARTICLE II

SECTION 2.1 Added Dues abd Finance

Added membership classes

SECTION 2.7

Added Dues, Fees and Membership Terms.

ARTICLE III

SECTION 3.1

Added assistant Treasurer and assistant Secretary

SECTION 3.2

Added Regional Directors

SECTION 3.6

Added new quorum guidelines.

SECTION 3.7

Added Executive Committee powers

ARTICLE IV

SECTION 4.1

Added Treasurer powers

ARTICLE V

SECTION 5.3

Added President powers

ARTICLE IX

SECTION 9.1

Changed constitution to Bylaws

AMENDMENTS

Revised - February 3, 2018 at Board Meeting in Greensboro, NC

ARTICLE III.

Officers, Boards of Directors, and Board Meetings

Section 3.1 Officers. The officers of the NCBEMO shall be a President, First Vice-President, Second Vice-President, *Treasurer and Secretary* **and all past presidents who are elected officials.** If for any reason an officer cannot serve, the succession rule shall prevail. The officers, whenever feasible, should reflect representation from the four geographic regions (Western, Piedmont, Coastal, and Eastern) of the state. The Executive Committee of the Board shall consist of the President, First Vice-President, Second Vice-President, Treasurer, and Secretary. An Assistant Treasurer and Assistant Secretary shall be appointed by the Executive Committee but may not hold office. The NCLM Staff Liaison shall serve on the Executive Committee at the pleasure of the Committee. A Parliamentarian and a Historian shall be appointed **or removed for just cause** by the President but may not hold office.

Section 3.3 Board of Directors. The Board of Directors shall consist of the Executive, the immediate Past President, **and all past elected presidents who are municipal officials,** Chairs of the Standing Committees, (3) Regional Directors, Black members of the NC League of Municipalities Board, and one member each from the twelve (12) NCBEMO Districts composed of the following counties:

- (1) First District: Bertie, Camden, Chowan, Currituck, Dare, Martin, Gates Hertford, Pasquatank, Perquimans, Tyrell and Washington.
- (2) Second District: Beaufort, Carteret, Craven, Hyde, Jones, Onslow and Pamlico.
- (3) Third District: Bladen, Brunswick, Columbus, Duplin, New Hanover, Pender and Sampson.
- (4) Fourth District: Greene, Johnston, Lenoir, Pitt, Wayne and Wilson.
- (5) Fifth District: Edgecombe, Franklin, Halifax, Nash, Northampton and Warren.
- (6) Sixth District: Alamance, Caswell, Chatham, Durham, Granville, Orange, Person, Vance and Wake.
- (7) Seventh District: Cumberland, Harnett, Hoke, Lee, Moore, Robeson and Scotland.

- (8) Eighth District: Anson, Cabarrus, Mecklenburg, Montgomery, Richmond, Stanley and Union.
- (9) Ninth District: Davidson, Davie, Forsyth, Guilford, Randolph, Rockingham, Rowan and Stokes.
- (11) Tenth District: Alexander, Alleghany, Ashe, Avery, Caldwell, Iredell, Surry, Watauga, Wilkes and Yadkin.
- (11) Eleventh District: Burke, Catawba, Cleveland, Gaston, Lincoln, McDowell and Rutherford.
- (12) Twelfth District: Buncombe, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Madison, Macon, Mitchell, Polk, Swain, Transylvania and Yancey.