

**BYLAWS**

**FAR WESTERN CHAPTER**  
**of the**  
**NATIONAL SOCIETY OF ACCOUNTANTS FOR COOPERATIVES**

**Article I - Purpose**

The purpose of the Chapter shall be:

1. To promote better acquaintance among the members of the National Society of Accountants for Cooperatives affiliated with this Chapter.
2. To hold meetings for the discussion of accounting, auditing, tax and business administration problems relating to the advancement of cooperative accounting.
3. To aid in furthering the best interests of and in carrying out the purposes of the National Society of Accountants for cooperatives.

**Article II: Location of Office**

The principal office of the Far Western Chapter of the National Society of Accountants for Cooperatives shall be in the city of residence of the President, but other offices may be designated by the officers of the Far Western Chapter.

**Article III: Membership and Dues**

Section 1. Membership in this Chapter shall be contingent upon membership in good standing in the National Society and shall be approved by the Membership Committee of the Chapter.

Section 2. The annual dues for active members shall be fixed by the Board of Directors and shall be separate and apart from the dues of the National Society of Accountants for Cooperatives. Annual dues for a member who has retired from employment in a field which qualified him as a member of the National Society, shall be fixed by the Board of Directors.

**Article IV: Membership Meetings**

Section 1. Meetings of the members of the Far Western Chapter shall be held at those times and places selected by the majority of the Board of Directors or at such other times and places as may be called for by ten percent of the members of this Chapter. There shall be one annual meeting held at the time and place selected by the Board of Directors at which time the

Directors for the following year shall be elected in accordance with the provisions of Article V of these ByLaws.

Section 2. Notices of Meetings, together with a statement of the general purposes thereof, shall be mailed to each member not less than ten (10) nor more than sixty (60) days prior to the meeting. No business shall be transacted at a special meeting other than that specified in the notice of the meeting.

Section 3. Each voting member shall be entitled to cast one vote at any meeting which vote may be cast in person or by mail, but not by proxy.

Section 4. The order of business at annual and special meetings shall be prescribed by the Board of Directors of the Chapter.

### **Article V: Board of Directors**

Section 1. Management of the affairs of this Chapter shall be vested in its Board of Directors consisting of seven (7) qualified members of this Chapter. One (1) member of the Board of Directors shall be the Immediate Past President, who shall serve for one (1) year, and the other six (6) members shall serve a two (2) year term with three (3) to be elected each year in accordance with the provisions of Section 2 and Section 3 of Article V of these ByLaws.

Section 2. At least sixty (60) days prior to the annual meeting, the President shall appoint a nominating committee of three (3) members in good standing whose function shall be the selection of three (3) candidates in good standing for election to the Board of Directors at the annual meeting. Further nominations may be made from the floor at the annual meeting.

Section 3. The three (3) nominees receiving the highest totals of votes at the annual meeting shall be declared elected as Directors, and shall serve for a two (2) year period. In the event of a tie, the nominee receiving the lowest number of votes on each succeeding ballot shall be dropped.

Section 4. When a vacancy in the Board of Directors occurs for reasons other than the expiration of a Director's term of office, such as: by death, resignation, incapacity, or removal, or by the fact that the Immediate Past President has one (1) year remaining to serve of a regular two (2) year term; then the Board of Directors may appoint a member in good standing from the membership as a Director to serve for the remainder of the term of office vacated.

### **Article VI: Duties of Directors and Officers**

Section 1. The Board of Directors shall manage the business and affairs of the Chapter and make all necessary rules and regulations not inconsistent with law or these ByLaws for the management of the business and the guidance of the Officers of the Chapter.

Section 2. The Officers of the Chapter shall be a President, a Vice President, a Secretary-Treasurer, and shall be elected by and from the Board of Directors at their meeting held during the annual meeting.

Section 3. The President shall preside at all meetings of the members and of the Board of Directors and shall cast the deciding vote in case of a tie and he shall perform such other duties as are usually incident to the office of President. He shall be ex-officio member of all committees. He shall keep the President and Board of Directors of the National Society of Accountants for Cooperatives fully informed of the affairs of the Chapter and shall consult with the Board of Directors and the President of the National Society of Accountants for Cooperatives when necessary concerning the business of the Chapter and its activities.

Section 4. The Vice President shall perform the duties and exercise the powers of the President in the absence or disability of the latter.

Section 5. The Secretary-Treasurer shall keep complete records of membership, all meetings of the members and of the Board of Directors, receive and disburse monies of the Chapter, shall sign with the President any documents, keep a complete record of all business of the Chapter, submit periodic reports as required by the Board of Directors and perform such other duties as may be required of him by the Chapter or the Board of Directors. He shall furnish the Secretary of the National Society with the required copies of the proceedings of the Chapter.

#### **Article VII: Committees**

Section 1. The President shall appoint as many committees as he considers necessary for the proper management of the business and affairs .of the Chapter, and he shall designate the Chairmen of said committees.

#### **Article VIII. Fiscal Year-end Audit**

Section 1. The fiscal year of the Chapter shall commence July 1 and end June 30 of each year.

Section 2. The President shall appoint a member in good standing as auditor who shall audit the books of the Chapter and submit a report thereof at the annual meeting. The Secretary and Treasurer shall submit all of the books and records of the Chapter for examination to the Auditor as requested.

#### **Article IX: Dissolution**

Upon the liquidation, dissolution or termination of the Chapter, either voluntary or involuntary, and after the payment of the debts of the Chapter, the remaining assets shall be paid to the National Society of Accountants for Cooperatives as of the date of Dissolution.

## **Article X: Amendments**

These ByLaws may be amended by a majority vote of the voting members present at any annual meeting or at any special meeting called for that purpose, provided the proposed amendment or amendments have been reported to the membership in accordance with Article IV, Section 2, of these ByLaws.

Prepared June 14, 1956  
(Amended May 11, 1967)  
(Amended May 16, 1968)  
(Amended May 21, 1970)