

# **HEARING LOSS ASSOCIATION OF SUN CITY CENTER**

## **BYLAWS**

**Adopted November 3, 2010**

### **ARTICLE I - NAME**

The name of this organization is the Hearing Loss Association of Sun City Center; also sometimes known as "HLA-SCC." We are a local chapter of the Hearing Loss Association of America.

### **ARTICLE II – PURPOSES**

The purpose of the Hearing Loss Association of Sun City Center is to:

- A. Enable people with hearing loss and their families to meet the challenge of hearing loss and to participate in the mainstream of an enlightened society through information, education, advocacy, and support.
- B. To receive and maintain funds of real or personal property, or both, and subject to the restrictions and limitations herein set forth, to use and apply the whole or part of the income there from and the principal thereof exclusively for the purposes set forth above in paragraph (A) of this Article II.
- C. No part of the net earnings of the organization shall inure to the benefit of any officer or trustee of the chapter, except that reasonable compensation may be paid for services rendered to the chapter in carrying out its purposes. No officer or trustee or any private individual shall be entitled to share in the distribution of any chapter assets upon dissolution of the organization. The chapter shall not engage in lobbying for legislation, make contributions to political campaigns or take other actions that jeopardize its or the parent organization's tax exempt status under Section 501 (c)(3) of the Internal Revenue Code.

### **ARTICLE III - FUNCTIONS**

The functions of the Hearing Loss Association of Sun City Center shall be to:

- A. Establish and promote an organization having a shared goal of supporting people with hearing loss to enhance their ability to function independently.
- B. Provide information that will enable people with hearing loss, their families, friends and associates to understand and manage effectively the difficulties manifested in such condition.
- C. Represent the interests of all people with hearing loss before public and private entities on matters pertaining to hearing health care and remediation of hearing loss.
- D. Provide leadership and education at state and local levels to impact the communities where individuals with hearing loss reside.
- E. Promote public and private programs that provide accommodations allowing people with hearing loss to participate effectively in the mainstream of society.
- F. Support all people with hearing loss.
- G. Establish working relationships with those who are professionals and with professional organizations in the hearing health care field, encourage research into all aspects of hearing loss and remedial aids.
- H. Promote early diagnosis of hearing loss through infant screening and testing among all other ages in the general population.

- I. For students with hearing loss, promote educational methods that provide options of speaking and listening that allow effective participation in classroom and extracurricular activities.
- J. Advocate the use of cochlear implants when deemed appropriate for infants, children, youth, and adults.
- K. Collaborate with other individuals, organizations and institutions on matters of mutual concern as set forth in this Article III.
- L. Provide such other services that will further the purpose of the organization.

## **ARTICLE IV – MEMBERSHIP**

Provisions for membership:

- A. Membership is open to any person who supports or endorses the purposes and functions of the Hearing Loss Association of Sun City Center (HLA-SCC) and who completes an application to become a voting, participating member of HLA-SCC. Other categories of persons are “Friends” or “Guests”.
- B. Rights of members:
  - 1. To hold any office in the local/state/national organization when duly elected or appointed.
  - 2. To vote on matters submitted for a vote of the members.
  - 3. To serve on committees.
  - 4. To serve as a delegate to national conventions.
  - 5. To participate in all discussions concerning the chapter.
  - 6. To receive all member benefits. Spouses, relatives living in the same household, or significant others of members may enjoy the same benefits.
  - 7. To present grievances.

## **ARTICLE V - GOVERNANCE**

Rules of Conduct:

- A. The Hearing Loss Association of Sun City Center shall be governed by these bylaws and those of the Hearing Loss Association of America.
- B. General meetings shall be held once a month, September-May, unless otherwise decided by the membership or Steering Committee.
- C. The chapter's Steering Committee shall meet monthly unless otherwise decided by the Steering Committee.
- D. There shall be a quorum consisting of a simple majority of chapter members present at this meeting.

## **ARTICLE VI – OFFICERS**

Titles and duties:

- A. Officers of the Hearing Loss Association of Sun City Center shall be the president, vice- president, secretary, and treasurer. These officers shall be elected by a simple majority vote of the membership for terms of two years, but not more than two consecutive terms. An officer wishing to serve the same office for more than two terms must wait at least one term after stepping down before he/she may become a candidate for the office again. The immediate past president shall automatically serve as a member of the Steering Committee for a term of not more than one year. Elections are to be held at the

December meeting of each year. All officers shall be members of the Hearing Loss Association of America. The term of an office shall commence on January 1, following the election of officers.

B. Duties:

President:

1. Shall preside at all meetings of the membership and the Steering Committee.
2. Shall appoint chairpersons of all standing committees determined by the Steering Committee and all committees formed by a vote of the membership.

Vice-President:

1. Shall assist the president in all of his/her duties
2. Shall temporarily perform the duties of the president when he/she is absent or has become unable to serve.
3. Shall be the president elect.

Secretary:

1. Shall keep minutes of all steering committee meetings.
2. Shall handle all correspondence with aid of Steering Committee Corresponding Secretary.

Treasurer:

1. Shall maintain records of all receipts and disbursement.
2. Shall make reports of the financial condition at steering committee meetings and an annual report at a chapter meeting at the close of the fiscal year.

Immediate past president:

1. Shall serve as a member of the steering committee.
2. Shall serve in activities delegated by the president.

## **ARTICLE VII - STEERING COMMITTEE**

Composition and duties:

- A. The Steering Committee shall be comprised of elected officers, the immediate past president, and members who volunteer to serve on the Steering Committee. Steering Committee shall be limited to 20 persons.
- B. Unless voted otherwise the Steering Committee shall meet once a month after a monthly chapter meeting has taken place.
- C. Steering Committee quorum shall be a simple majority.
- D. The business and affairs of the chapter shall be managed by the Steering Committee except as otherwise provided by law or these bylaws.

## **ARTICLE VIII - NOMINATIONS AND ELECTIONS**

Procedures:

- A. A standing committee for nominations shall be appointed by the president to present a slate of nominees for each elected office at a steering committee meeting prior to the elections.
- B. Any member in good standing may be nominated from the floor.
- C. Officers shall be elected by a simple majority vote of members present at the December chapter meeting.
- D. Each member present shall be entitled to one vote. Elections to office shall be simple majority of

votes cast. If there is more than one candidate for an office, elections shall be by ballot.

### **ARTICLE IX - RULES OF ORDER**

#### Requirements:

- A. Robert's Rules of Order, latest edition, shall govern the conduct of all meetings of the membership and the governing board when they are not in conflict with the local and national bylaws.

### **ARTICLE X - AMENDMENTS**

#### Procedure:

- A. A member of the HLA-SCC steering committee may make a motion to amend the bylaws made at and during a steering committee meeting. After the proposed amendment has been moved and seconded, it will be voted on by the steering committee and may then be passed by a simple majority vote of the steering committee. The proposed amendment shall be submitted in writing to the general membership of the chapter at the next regular chapter meeting for vote by a simple majority of the chapter members present at the meeting.
- B. A member of the HLA-SCC chapter may make a motion to change the bylaws at a regular chapter meeting. If the motion is seconded, the proposed change is to be submitted in writing and given to a member of the steering committee. The proposed amendment will be evaluated by the steering committee for an approval or disapproval recommendation. At the next chapter meeting following the steering committee meeting, a member of the steering committee will announce to the general chapter membership the results and rationale of the steering committee recommendation for either approval or disapproval of the proposed change. The approved bylaws change will then be submitted to the general membership of the chapter. A quorum shall consist of 20 percent of HLA-SCC chapter members in good standing for conducting business at chapter meetings.

### **ARTICLE XI - FINANCIAL**

#### Requirements:

- A. The fiscal year of the chapter shall begin on January 1 and end on December 31.
- B. The annual financial report shall be audited as directed by the Steering Committee.
- C. In the event that the chapter dissolves or ceases to function, all remaining funds and assets shall be transferred to the national office.
- D. Unless otherwise specified in writing by the donor, all donations received by the organization shall be considered general revenue and can be used for ordinary chapter expenses.

## **ARTICLE XII - GRIEVANCE PROCEDURE**

### Conditions:

- A. Individual members or a group of members shall have the right to present signed grievances for action and decision by the membership. Written grievances shall be presented to the president or a member of the grievance committee, if said committee has been established.
- B. Grievances shall be included on the agenda for the next membership meeting. If it is agreed that they should be pursued, it shall be turned over to the grievance committee, and at the absence of a grievance committee, the president shall appoint a committee of three (3) to make investigation and report in writing at the next steering committee meeting, or at a special meeting, as the membership determines.
- C. Officers shall not serve on a grievance committee.
- D. Approval of the grievance committee recommendation shall be binding on the officers except that the action may be appealed to the executive committee of the national office within sixty (60) days.