



**Vietnam Veterans of America, Inc.**  
***New Mexico State Council***  
***(www.nmsc-vva)***



**New Mexico State Council**  
**(By-Laws)**

**ARTICLE I**  
**NAME**

The name of this organization shall be called VIETNAM VETERANS OF AMERICA (VVA) INC., NEW MEXICO STATE COUNCIL and hereafter is referred to as the State Council (SC).

**ARTICLE II**  
**PURPOSE**

The purpose of the State Council shall be to promote the principles and policies as set forth in the National Constitution of the Vietnam Veterans of America, Inc.

**ARTICLE III**  
**MEMBERSHIP**

Eligibility for membership in the State Council shall be as set forth in the National VVA Constitution.

**ARTICLE IV**  
**FINANCES**

**Section 1:** The revenue of the State Council shall be derived from membership dues and from such other sources as approved by the Board of Directors, as it is in compliance with the National VVA Inc. Constitution.

**Section 2:** Recurring monthly maintenance bills should not require the approval of the State Council. All other expenditures will be approved by a majority of the Board of Directors and State Council Officers prior to the Treasurer issuing the check. All checks will require two (2) signatures. At no time will the payee be one of those who signed the check.

**Section 3:** Major expenditures to be made by the State Council shall be by competitive bidding and awarded to the lowest bidder, unless otherwise directed by the Board of Directors.

**Section 4:** The fiscal year of the State Council. Shall begin on the first day of March and end on the last day of February the following year. At the end of the

Fiscal year, a report of the income and expenditures of the State Council will be made available to each chapter. The National office will be provided a copy within their established time frame.

**Section 5:** Each chapter will copy their financial report to the State Council Treasurer by July 15<sup>th</sup> of each year.

## **ARTICLE V ADMINISTRATION**

**Section 1:** The membership is the highest authority of this State Council, and shall be empowered to take or direct any action not inconsistent with these bylaws.

**Section 2:** Between the State Council meetings the elected Board of Directors of the State Council shall be empowered to act on behalf of the membership.

## **ARTICLE VI OFFICERS**

**Section 1:** The elective officers of the State Council shall consist of a State Council President, Vice President, Secretary, and Treasurer and each elected officer shall have one vote.

**Section 2:** The elected officers of the State Council shall serve a term as directed by the National Constitution.

**Section 3:** Whenever a vacancy shall occur: In the office of the President, the Vice President succeeds. In any other office, shall remain vacant until the next State Council meeting and be filled as the first order of business of that meeting, as per the National VV A Inc. Constitution.

**Section 4:** Whenever a duly elected officer fails to attend three State Council or Board of Directors meetings, it shall be the duty of the Board to relieve such officer from the office held, unless such officer has been excused.

**Section 5:** Individual Chapters elect Delegates to the State Council who in turn elect the Executive Board consisting of the State Council President, Vice President, Secretary, and Treasurer.

## **ARTICLE VII OFFICERS DUTIES**

**Section 1:** President. The President shall perform his/her duties as outlined in the National Constitution.

**Section 2:** Vice President. The Vice President shall perform his/her duties as outlined in the National Constitution.

**Section 3:** Secretary. The Secretary shall attend all meetings and shall record the minutes of the regular and special meetings of the State Council. The Secretary shall, through the State Council office, provide NMSC officers and

each chapter in the state with a draft copy of the minutes within 30 days after such meetings.

**Section 4:** Treasurer. The Treasurer shall perform his/her duties as outlined in the National Constitution.

**Section 5:** Board of Directors. Individual Chapters will elect the Directors. Directors shall sit on the Board of Directors. Directors will be responsible for communication between the State Council and individual Chapters.

**Section 6:** Elected Officers. All elected officers of the State Council and the Chapters within the State Council will be sworn in immediately upon notification of election results.

## **ARTICLE VIII BOARD OF DIRECTORS**

**Section 1:** The State Council Board of Directors shall consist of one elected Director to the State Council from each Chapter who is entitled to one vote.

**Section 2:** Minutes shall be taken of all Board meetings by the State Council Secretary and shall be made available through the State Council office to the chapters at regularly scheduled meetings after approval of the minutes by the Board.

**Section 3:** Each Member Chapter shall elect 2 Delegates and 1 alternate Delegate to the State Council. Each Delegate shall have one vote and the alternate Delegate will only vote in the absence of a Delegate.

**Section 4:** The Chapter shall notify, the State Council in writing after the Chapter elections and at least 15 days prior to the State Council meetings. Chapters must provide the names and membership number of the elected State Council Delegates and alternate.

**Section 5:** Each chapter is entitled to three votes. One vote from the elected Director and one vote each from the elected delegates.

## **ARTICLE IX MEETINGS**

**Section 1:** Regular Meetings. Regular meetings of the State Council shall be held a minimum of three (3) times each fiscal year, on such dates as shall be determined by the Directors.

**Section 2:** Special Meetings. Special meetings of the State Council may be held as prescribed by the National Constitution.

**Section 3:** Triannual Meetings. The triannual State Council Meetings will be held as prescribed by the VVA, to include designation of Voting Delegates by Chapters. The election meeting will be held in April of each even numbered year.

**Section 4: Place of Meetings.** All meetings of the State Council shall be held at such other places as the Directors so approve and designate in the notice of such meeting.

**Section 5: Notice of Meetings.** Written notice of the regular meetings will be provided **to each Chapter** at least twenty (20) days prior to the meeting. Special meetings shall be as prescribed by the National Constitution.


**Section 6: Quorum.** The presence of two thirds of the chapters and half of the NMSC officers entitled to vote at such meetings shall constitute a quorum for the transaction of any business.


**Section 7: Attendance:** Chapters shall be responsible for ensuring their attendance at not less than two (2) of the three (3) meetings of the State Council during the preceding twelve months.

**Revision Approval:**

December 13, 2016

DATE

  
HENRY H. URIOSTE  
NMSC, President

  
WILLIAM C GARCIA  
NMSC, Vice President

**Original By-Laws Approved by the NM State Council:**  
*January 13, 1990*

**REVISIONS:**

*Revised - June 13 -14 1992*

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