

Constitution and By-laws
Constitution
Preamble

We of the Tlingit and Haida Tribes and our descendents, of the State of Alaska, do unite to establish a permanent organization in accordance with the Constitution and Rules of Election of the Central Council of the Tlingit and Haida Indian Tribes of Alaska, to promote social and recreational needs of our members, to work for the welfare and interest of our people, to safeguard or aboriginal rights.

Constitution – Article I: Name

The name of the organization shall be Tlingit and Haida Indian Tribes of Alaska – Washington Chapter.

Constitution – Article II: Membership

Section I

Classification of members shall be:

- (A) Active
 - (B) Associate
 - (C) Honorary
- (A) Active members shall be limited to adult descendants and enrolled members of the Tlingit and Haida Indian Tribes of Alaska.
- (B) Associate members shall be the husband or wife of an Active member. They shall not have the privilege of voting or holding and elective office.
- (C) Honorary membership may be conferred by the membership on any person who by qualification of excellence and merit is entitled to the honor.

Constitution – Article III: Officers and Elections

Section I

The officers of the organization shall be active members:

- (A) President
- (B) Vice-President
- (C) Recording Secretary
- (D) Corresponding Secretary
- (E) Treasurer
- (F) Sergeant at Arms
- (G) Board of Trustees (6 members)
- (H) Auditors (3 members)

All elected officers shall constitute the Executive Board.

Section II

Nominations and elections of all officers shall be on the third Friday in January of each year.

Section III

All officers shall be elected by secret ballot. The term of office shall be for one year.

Section IV

Vacancies in office shall be filled by a special election called by the President at the next regular meeting.

Section V

Installation of officers shall take place before adjournment of the meeting at which they are elected.

Section VI

The Executive Board shall have all the authority of the organization between meetings, but any action which would bind the organization in any way must be ratified by the members at the next meeting.

Section VII

There shall be no salaried officers or employees but by consent of the membership. Two weeks prior notice and a two-third favorable vote of the members present shall be required to salary such a position.

Section VIII

Delegate or delegates to attend meetings shall be elected as need arises. Their terms and numbers shall be determined at the meeting called to elect such delegates.

Section IX

Delegates elected from the active membership roll will be required to attend chapter meetings and activities.

Constitution – Article IV: Meetings

Section I

Regular meetings shall be called whenever deemed necessary by the President or by two members of the Executive Board.

Section II

The order of business during regular meetings shall be as followed:

- (A) Reading of the minutes of the previous meeting and their approval.
- (B) Reports of Boards and Standing Committees.
- (C) Reports of Special Committees.
- (D) Special orders.

- (E) Unfinished business and general orders.
- (F) New business.

Section III

Special meetings may be called at the discretion of the President or by two (2) members of the Executive Board whenever necessary.

Section IV

The presence of twelve (12) members in good standing shall constitute a quorum at any annual, regular, or special meeting.

Section V

The presence of five (5) members of the Executive Board shall constitute a quorum of any executive meeting provided all members of the Executive board have been properly notified.

By-Laws

By-Laws – Article I: Duties of Officers

President

The President shall preside at all meetings of the organization and of the Executive Board. He/she shall appoint the Standing committee Chairman subject to the ratification of the Executive Board. He/she shall be Ex Officio Member of all committees. He/she shall read or have read to the organization all communications which the Executive Board deems of interest to the members. The President shall sign all orders upon Treasurer for disbursement of funds as directed by the organization.

Vice-President

The Vice-President shall perform the duties of the President in his/her absence and shall act in an advisory capacity at all times. In case of death or resignation of the President he/she shall become President for the unexpired term.

Recording Secretary

The Recording Secretary shall keep a correct record of the proceedings and attendance of all meetings of the organization and of the Executive Board. He/she shall preserve, in a permanent file, all records and letters of value to the organization and its officers.

Corresponding Secretary

The Corresponding Secretary shall send out proper notices of all called meetings, to conduct the correspondence Committee. All correspondence shall be approved by the President prior to release.

Treasurer

The Treasurer shall be responsible for all monies and the payment of all obligations of the organization. He/she shall keep an itemized record and permanent file of all receipts and expenditures. He/she shall give written report of the same,

semiannually. All disbursements shall be made by check or special interest funds as directed by the President.

Sergeant at Arms

The Sergeant at Arms will maintain order in any Community Council function.

Six (6) Trustees

Each of the six (6) trustees elected to the Board will serve in an advisory capacity on the Executive Committee, and shall lend assistance in the management of the Council.

Three (3) Auditors

The three (3) auditors elected will review and audit the books and records quarterly. They will lend counsel and assistance in the Council's activities.

By-Laws – Article II: Committees

Section I

The Standing Committees of the organization shall consist of:

- (A) Membership
- (B) Ways and Means
- (C) Correspondence
- (D) Telephone/Sunshine
- (E) Social
- (F) Publicity
- (G) Constitution Committee

Section II

The duties of Standing Committees are such as are implied by the nature of their offices.

By-Laws – Article III: Amendments

These By-Laws be amended by two-thirds vote of members in good standing present at a regular meeting. Such amendments to be offered in writing at a stated meeting, laid over for four weeks, and members notified at least seven days in advance of the nature of the amendment and time of action thereon.

By-Laws – Article IV:

The organization shall be governed by the Roberts Rules of order Revised.

First reading November 6, 1997

Second reading February 5, 1998

Adopted April 2, 1998