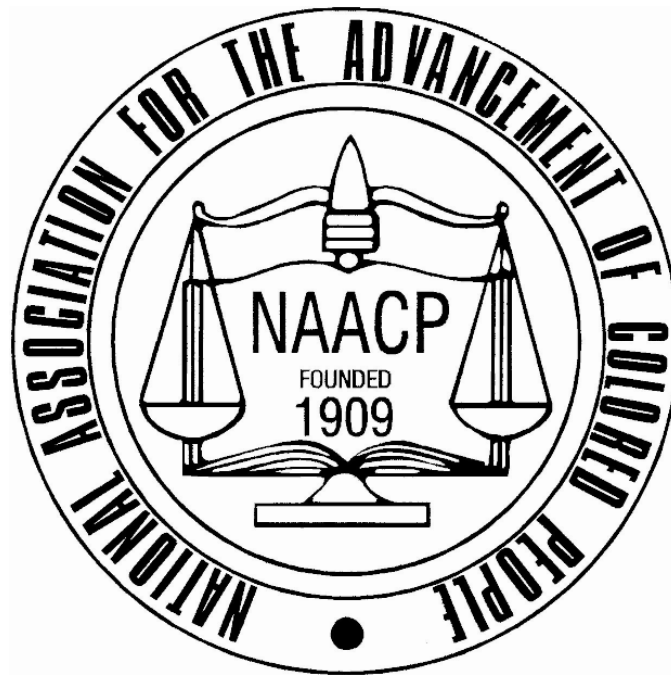


PENNSYLVANIA STATE CONFERENCE BYLAWS FOR UNITS



The State Conference may not pass any bylaw or rule that would conflict and/or contradict the Constitution & Bylaws for Units. The “Constitution & Bylaws For Units” (2006 Edition) supercedes any and all other bylaws that have not been resubmitted for approval by the National Board of Directors as of January 1, 2006.

Approved by National Board of Directors on February 18, 2008

BYLAWS FOR STATE/STATE AREA CONFERENCES OF NAACP NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE

These Bylaws for State/State Area Conferences relate to all Units of the National Association for the Advancement of Colored People in “good-standing” and should be read in conjunction with the Constitution and Bylaws of the National Association for the Advancement of Colored People.

Article I

(CONSTITUTION & BYLAWS FOR UNITS)

Name and Jurisdiction

Section 1: Name

The Name of the **Pennsylvania** State Area Conference is of the National Association For The Advancement of Colored People.

Section 2: Jurisdiction

The **Pennsylvania** State Area Conference has been chartered by the National Board of Directors, as a subordinate unit of the National Association for the Advancement of Colored People to operate in the geographical area of the **State of Pennsylvania**.

Article IV

(CONSTITUTION & BYLAWS FOR UNITS)

Membership of State/State Area Conferences is defined as:

3. Membership in the State/State-Area Conference

- a. All Units in the State/State-Area Conference's jurisdiction are automatically members of the State/State-Area Conference, and are required to pay annually the prescribed assessment fee established by the Legislative Session of the State/State-Area Conference and approved by the Board of Directors. In order to be a Unit in good standing of the State/State-Area Conference, a Unit shall have paid its yearly assessment fee to the State/State-Area Conference and the per capita tax on each membership sent to the Association; and shall have at least fifty adult (50) adult members in good standing of a Branch; at least fifty (50) members of a Prison Branch; and at least twenty-five (25) of a Young Adult Council, College Chapter, Youth Council, High School Chapter, Junior Youth Council; and at least seven members of an Authorized

Committee, at least sixty (60) days prior to any meeting of said Conference. All Units must be in good standing; pay all annual assessments; and, file all annual year-end reports as required by the Association to participate in meetings of the Conference. Only members of Units in good standing as defined above are members of the State/State-Area Conference.

- b. *Youth Units.* There shall be a 'Youth and College Division of the State/State-Area Conference. It shall be comprised of the Youth Units and they shall be governed by the Constitution and these bylaws.

ARTICLE VIII
(Constitution & Bylaws for Units)

Makeup of Executive Committee

The Executive Committee Members shall consist of those Officers and Standing Committee Chairs identified per the Constitution and Bylaws (Article VIII, Section 1[a]).

1. (Executive Committee)

- a. The Executive Committee of each State/State-Area Conference shall consist of all Officers of the State/State-Area Conference, all Standing Committee Chairpersons, State/State-Area Conference Youth President, State/State-Area Conference Youth Advisor, and such other persons as the approved State Conference Bylaws provide.

ARTICLE V:
(CONSTITUTION & BYLAWS FOR UNITS)

Section 2: Meetings of the State/State Area Conference

- 2 a. Regular meetings of the State/State Area Conference shall be held on a fixed day or date of each year;

The General Membership meeting(s) of the State/State Area Conference shall be held on (day or date) of each month/bi-monthly/quarterly at (a.m. or p.m.) . Notwithstanding the foregoing, the General Membership may, for any reason is deems sufficient change the place, date and/or time of the General Membership meeting.

- 2 b. Executive Committee of the State/State Area Conference. The Executive Committee shall meet at least once every quarter or as established in the

approved Bylaws of the State/State Area Conference. ***Special Committee meetings may be called by the President, Secretary or by three members of the Committee on three days written notice.*** The notice must state the purpose for which the meeting is called.

The Executive Committee meeting(s) of the State/State Area Conference shall be held on (day or date) of each month/bi-monthly/quarterly at (a.m. or p.m.) . Notwithstanding the foregoing, the Executive Committee may, for any reason is deems sufficient change the place, date and/or time of the Executive Committee meeting.

Standing Committees will meet monthly/bi-monthly (circle one). These meetings may be conducted either via teleconference or videoconference, if travel would cause an undue hardship on members.

SECTION 8: Quorum

At meetings of the General Membership, which has been duly called, a Quorum shall be one-half, plus one of the State Conferences Committee's standing membership.

Article VII

(CONSTITUTION & BYLAWS FOR UNITS)

Duties of Officers: Vice President(s)

Per Section 2 (2), the State/State Area Conference shall have no more than one (1) Vice President, 2nd Vice Presidents and 3rd Vice President.

Article VIII

(CONSTITUTION & BYLAWS FOR UNITS)

Section 1 (a): Executive Committee

The Executive Committee shall be composed of all elected Officers of the State Conference, all Standing Committee Chairs, Sectional Directors, Parliamentarian, Convention Coordinator, State Youth President, State Youth Advisor, State Youth Secretary and past State Presidents.

At-Large Members of Executive Committee

The Executive Committee Members shall consist of those Officers and Standing Committee Chairs identified per the Constitution and Bylaws (Article VIII, Section 1[a]) and 17 members who shall be elected to serve as At-Large Executive Committee Members.

Standing and Special Committees

The Standing Committees for Units shall be:

4. *Standing Committees and Special Committees of Units*

- a. *Standing Committees of State/State-Area Conferences.* The Standing Committees of the State/State Area Conference shall be: Communications, Press and Publicity; Community Coordination; Education; Finance; Freedom Fund; Health; Legal Redress, Membership and Life Membership; Political Action; Religious Affairs; Youth Work and Women in the NAACP (WIN); Committee on Armed Services and Veterans Affairs; Economic Development; Housing; and Labor and Industry.
- b. *State/State-Area Conference Standing Committee Reporting Requirements;*
 1. State/State-Area Conference Standing Committees shall gather facts of their respective subjects, disseminate the same to the Units through the State Conference office and make written reports at the following Annual Conference.
 2. State/State-Area Conference Standing Committees shall be appointed within thirty (30) days following the last session of each Conference, by the President. The President shall designate the Chairperson of each of the Standing Committees, and make a report at the next regular meeting of the State/State-Area Conference.

Special Committees may be appointed, only if the Executive Committee and General Membership agree upon the specific task, purpose, duties, outcome, and responsibility of the Special Committee, and it is voted on in the affirmative by the majority by both the Executive Committee and General Membership. A Special Committee does not become a part of or serve, other than providing written reports, as a member of the Executive Committee. Upon completion of task and purpose the Special Committee is automatically dissolved, this action does not require a vote of the Executive Committee or General Membership.

SECTION 11: SECTIONAL DIRECTORS

The President of the State Conference and Executive Committee will appoint these offices of the Pennsylvania State Conference:

1. Three Sectional Directors – East, Central and Western
 - a. The duties of the Sectional Director shall be:
 - i. Serve as liaison between the State Executive Committee and the Branches.

- ii. Help organize new Units.
 - iii. Reactivate and stimulate inactive Units.
 - iv. Assist Units to develop programs to reach their membership and Freedom Fund goals.
 - v. Coordinate and supervise units when matters carry over into more than 2 units jurisdictions or when no unit is located in the immediate vicinity.
 - vi. Develop programs and activities for units and coordinate with other Sectional Directors joint efforts for the State Conference.
2. Parliamentarian
- a. The duties of the Parliamentarian shall be:
 - i. The Parliamentarian shall, when requested, interpret the Constitution and Bylaws for the NAACP.
 - ii. Serve as advisor to the President and presiding officers at meetings of the State Conference and the Executive Committee.
3. Convention Coordinator
- a. The duties of the Convention Coordinator shall be:
 - i. To serve as the liaison between the host unit and the State Conference for Quarterly Meetings and the Annual Meeting.
 - ii. Shall be responsible for the planning and coordination of the arrangements and programs for the meetings of the Conference in cooperation with the representatives of the host unit. A meeting with the host unit should be arranged by the Convention Coordinator in advance for the purpose of reviewing the State Meetings Handbook and the Host Units responsibilities. A copy of the State Meeting Handbook should be sent to the host Unit prior to the scheduling of the meeting.
 - iii. The Convention Coordinator with the assistance of a Convention Committee appointed by the President of the State Conference and approved by the Executive Committee, will accompany the Convention Coordinator at the agreed to locations for each meeting at least 6 months prior to the scheduled date and provide a report to the Executive Committee of the Meeting/Convention progress.
 - iv. A Convention Report shall be given at the August meeting for Executive Committee approval.
 - v. To provide a detailed agenda upon acceptance of the report by the Executive Committee to be disseminated by the Secretary by regular mail to all Executive Committee members, Branch Presidents, all Youth & College Units at least 30 days prior to the date of the Quarterly or Annual meeting.

ARTICLE IX
(CONSTITUTION & BYLAWS FOR UNITS)

SECTION 1(4)[A] COMMITTEE ON TIME AND PLACE

- a. Committee on Time and Place. Shall be charged with the responsibility of investigating possible cities for future Annual Conventions, and recommending same to the Convention.

Time and Place

Meetings of the Executive Committee shall be held on the _____ of each (bi-monthly or quarterly), at a site to be determined by the Time and Place Committee of the State/State Area Conference.

The Executive Committee shall be able to conduct meetings via telephone or other agreed upon conferencing mode, except for its Annual Meeting.

The location and date of State/State Area Conference quarterly meetings are to be determined at the Annual Meeting of the State/State Area Conference by the "Time and Place Committee" and must be within the jurisdiction of the State/State Area Conference in which it has been chartered. Changes in locations due to logistical challenges, unforeseen issues or failure of the Time and Place to provide a complete report will be determined by the Executive Committee, who must provide Units with at least 30 days written notice of the change.

Article XIV

Section 1: In areas where the Bylaws For Units and other policies of the NAACP are silent, Roberts Rules of Order 10th Edition will be applied and referenced.

Voting in Unit Meetings

Except for State/Sate Area Annual Meetings, which are governed by the **CONSTITUTION & BYLAWS FOR UNITS OF THE NAACP**, attendees at the State/State Area Conference attending the meeting shall be entitled to one (1) vote upon each matter submitted to a vote. There shall be no proxy or absentee voting. All Branch action shall be determined by a vote of a majority of the members at a General Membership meeting.

Irregularities

Except for Unit elections, which are governed by the **CONSTITUTION & BYLAWS FOR UNITS OF THE NAACP**, all irregularities in the matter or manner of voting, form and method of ascertaining those present and entitled to vote, shall be waived if no objection is made at the meeting of which such irregularities allegedly arose or are related thereto.

Vacancies

Any vacancies occurring in Offices or in the Executive Committee may be filled at a regular or special meeting by the affirmative vote of a majority of the Executive Committee members present at an official duly called meeting of the Executive Committee, which has a quorum. A member ratified/elected to fill a vacancy as an Officer or Executive Committee member shall hold office until the next biannual election.

Presumption of Assent

An Executive Committee member who is present at a meeting of the Executive Committee at which action on any Unit matter is taken shall be presumed to have assented to the action taken, unless his/her dissent to such action shall be entered in the minutes, or unless they shall file their written dissent to such action with the Secretary of the Meeting before the adjournment thereof, or shall forward such dissent by registered mail to the Secretary of the Unit before 5:00 p.m. in the afternoon of the next day, which is not a holiday or Saturday, after the adjournment of the meeting. Such right to dissent shall not apply to an Executive Committee member who voted in favor of such action.