

Future Business Leaders of America
Tennessee State Chapter Bylaws



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ARTICLE I

Name

The name of this chapter of FBLA-PBL, Inc. shall be “Tennessee Future Business Leaders of America” and may be referred to as “FBLA.”

ARTICLE II

Purpose

Section 1. The purpose of FBLA is to provide, as an integral part of the instructional program, additional opportunities for middle-level students (grades 5-9) and secondary students (grades 9-12) in business and/or business related fields to develop career supportive competencies and to promote civic and personal responsibilities.

Section 2. The specific goals of FBLA are to:

- develop competent, aggressive, and creative business leadership
- strengthen the confidences of students in themselves and their work
- create more interest in and understanding of American business enterprise
- encourage members in the development of individual projects which contribute to the improvement of home, business, and community
- develop character, prepare for useful citizenship, and foster patriotism
- encourage and practice efficient money management
- encourage scholarship and promote school loyalty
- assist students in the establishment of occupational and career goals
- facilitate the transition from school to work
- promote business programs in the local school systems

ARTICLE III

Membership

Section 1. FBLA membership shall consist of members of chartered local chapters. These members shall hold membership in their local, state, and national chapters.

Section 2. Tennessee FBLA shall be open for membership to these classes of members: Active, Professional, and Honorary Life.

- A. Active Members shall be students who become members while enrolled in business and/or business-related fields who accept the purpose of FBLA, subscribe to its creed, demonstrate willingness to contribute to good school-community relations, and possess qualities for employment. Active members shall pay dues as established by FBLA and may participate in state and national events in accordance with the guidelines of the National Awards Program, serve as voting delegates at the State Leadership Conference, hold state office in accordance with ARTICLE IV, and represent their local chapters as approved by their respective local advisers.
- B. Professional Members shall be persons associated with or participating in the professional development of FBLA as approved by local chapters and/or the state chapter. Such members may include local chapter advisers, business teachers, business teacher educators, state supervisors of business and information technology, employers or supervisors of cooperative work training students, advisory council members, businesspersons, and other persons contributing to the growth and development of FBLA. Professional members shall pay dues as established by FBLA, but shall not participate in events, serve as voting delegates, or hold office.
- C. Honorary Life Members may be elected to a local chapter or the state chapter by a majority vote. They shall be persons who are assisting in the advancement of business and information technology and/or who are rendering outstanding service to FBLA. Honorary Life Members shall not vote or hold office and shall not be required to pay dues.

Section 3. Each local chapter shall pay annual state and national membership dues. Membership dues shall be set and approved by the State Executive Committee and the State Council. Membership dues for the national organization are set by the National FBLA Bylaws and are paid directly to the national office. State Chair and State Adviser dues, for the state and national organization, are complimentary.

Section 4. The fiscal year of the Future Business Leaders of America shall be July 1 through June 30.

ARTICLE IV

Officers

Section 1. Officers and Duties. The officers of the organization shall be a State President, a State Vice-President, a State Secretary, a State Treasurer, a State Reporter, a State Webmaster, a State Parliamentarian and State Regional Presidents. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the organization. These officers shall also perform duties as deemed necessary by the State Council.

- A. The State President shall serve as chairman of the State Executive Committee; preside over the Executive Committee meetings and business meetings of FBLA; appoint appropriate committees and committee chairman; serve as an ex-officio, non-voting member of all committees; prepare a State Annual Business Report; and perform other duties for the promotion and development of the local and state FBLA.
- B. The State Vice-President shall assist the State President in chapter activities; serve as the presiding officer in the absence of the State President; assist each State Regional President in promoting activities of the local chapters; and assist with the promotion of participation in chapter and individual award programs (i.e. FBLA Business Achievement Awards); assist the FBLA Professional Liaison(s) in supporting and encouraging the local chapters in the development of local chapter strategic planning; shall serve as chairman of the Membership Committee; and perform such other duties as directed by the State President.
- C. The Regional Presidents shall act under the direction of the State Vice-President and shall oversee the welfare and promotion of the FBLA organization in their respective regions and shall endeavor to organize new chapters within their regions as well as promote and facilitate the reactivation of inactive chapters; assist the State President and State Vice-President in the promotion and development of FBLA in the regions which elected them; assist in planning regional leadership conferences; serve on the Membership Committee; preside at meetings at the Regional Leadership Conferences; and perform such other duties as directed by the State President and/or State Vice-President.

- D. The State Secretary shall keep an accurate record of all business meetings of the State Leadership Conference and of all Executive Committee Meetings; prepare minutes and reports for meetings to the Executive Committee. One copy shall be given to the State Chair, the State Adviser, and one copy retained in the State Secretary's permanent file; initiate communications with local officers to promote quality articles for national publications; and perform other duties as directed by the State President.
- E. The State Treasurer shall work with the State Chair as custodian of the funds of the organization; present an annual financial report to members at the State Leadership Conference; serve as the chairman of the Finance committee; and perform such other duties as directed by the State President.
- F. The State Reporter shall assist the State President in the collection of information and articles for publication in the state newsletter; assist the State Webmaster in preparation and publishing of the state website; and perform other duties such as directed by the State President.
- G. The State Webmaster shall compile and maintain materials through electronic means or hard copy data considered historical in nature, of FBLA throughout the year and assemble the material for presentation at the State Leadership Conference; create and maintain, with the State Reporter, the state website; and perform other duties such as directed by the State President.
- H. The State Parliamentarian shall advise the State President of the orderly conduct of business in accordance with FBLA bylaws and *Robert's Rules of Order Newly Revised* (current edition); and shall serve as ex-officio, non-voting member of the State Executive Committee.

Section 2. Qualifications for State Office. The qualifications for State Office include, but are not limited to, being an active member; having at least one full year of high school remaining; and filing the State Officer application by the prescribed deadline.

Section 3. Method of Election or Appointment. State officer candidates, with the exception of State Parliamentarian, shall be elected by a majority vote of the voting delegates in attendance at the Annual Meeting held at the State Leadership Conference.

Section 4. Appointment of State Parliamentarian. The underclassman scoring the highest score on the Parliamentary Procedure Team test shall be notified and shall submit the State Officer's Application following the Annual Business Meeting and shall be appointed by the State Council to serve as the State Parliamentarian (See ARTICLE IV, Section 7 for limitations). The parliamentarian shall be from a school that has no other member serving as a state officer concurrently. If no qualified candidate can be selected from those taking the Parliamentary Procedure Team written test, then the person scoring the highest on the Parliamentary Procedure Open Event written test shall fill the office of State Parliamentarian (See ARTICLE IV, Section 7 for limitations).

Section 5. Number of State Officers Per Local Chapter. A local chapter may have one state officer.

Section 6. Ballot Election, Term of Office. The officers shall be elected by ballot to serve until the end of the fiscal year and/or until their successors are appointed.

Section 7. Office Limitations. A local chapter may have one state officer. In addition to one state officer, a local chapter may have only one of the following regional officers: regional secretary, regional treasurer, or regional reporter. No member may hold more than one State Officer position at a time. The parliamentarian shall be from a school that has no other member serving as a state officer concurrently. No member shall be eligible to serve more than two consecutive terms in the same office.

Section 8. Vacancy. In the event of a vacancy in the office of State President, the State Vice-President shall assume the office of State President. If any other state officer position becomes vacant, the State Council shall appoint a replacement.

Section 9. Resignation from State Office. Any State Officer desiring to resign from FBLA shall submit a resignation in writing to the State Secretary and to the State Chair who shall present it to the State Council for action.

Section 10. Tennessee National Officer Candidate. A student in good standing wishing to be nominated as FBLA a national officer candidate by Tennessee State Chapter delegates shall follow the guidelines outlined by the National Office and the Policies and Procedures for the Tennessee Chapter of FBLA. To be considered for a national office in FBLA, a candidate shall:

- have at least one full year remaining in his/her business program,
- hold or have held an elective office in his/her local or state chapter.

- be recommended by the chapter advisers and endorsed by his/her local and state chapters,
- be approved by the Tennessee Local Chapter delegates.
- file a letter of intent to run for a specific national office with a resume and letter of recommendation from the local chapter adviser(s) to the Tennessee FBLA State Adviser and State Chair by the deadline specified in the Tennessee FBLA Policies and Procedures Manual.
- file National Officer Candidate materials to the State Adviser by the deadline specified in the Tennessee FBLA Policies and Procedures Manual, which is the same as the deadline for filing State Officer Candidate materials.
- file an official application with the Association President and Chief Executive Officer at FBLA-PBL, Inc. by May 15.

ARTICLE V

Meetings

Section 1. Regional Regular Meetings. The regular meetings of this organization shall include, but shall not be limited to, a Fall Leadership Conference (multi-region) and Regional Meetings prior to the annual State Leadership Conference. The purposes of the Regional Meeting are to hold regional competitive events, to elect regional officers, to receive reports of officers and committees and to conduct any other business that may arise.

Section 2. Annual Meeting. The Tennessee Chapter of the Future Business Leaders of America shall hold one regular meeting in the spring and shall be known as the Annual Meeting during the State Leadership Conference and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise.

Section 3. Special Meetings. Special meetings may be called by the State Council. The purpose of the meeting shall be stated in the call. Except in the cases of emergency, at least a three day notice shall be given.

Section 4. Voting Delegates. Delegates shall represent their local chapter at the Annual Meeting held at the State Leadership Conference. There shall be two voting delegates from each local chapter.

Section 5. Quorum. A majority of the registered voting delegates shall constitute a quorum for the Annual Meeting.

ARTICLE VI

State Council

Section 1. Membership. Membership of the State Council shall be the State Chair, the State Adviser, and the Professional Liaison(s) and the Technical Liaison.

- A. The State Chair shall serve as liaison between the National FBLA Board of Directors, the National FBLA Chief Executive Officer, National FBLA Staff, and the State Association. The State Chair shall serve as a member of the State Council and as an ex officio member of the State Executive Committee.
- B. The State Adviser shall have the administrative duties to plan and administer the state strategic plan, with the approval of the State Chair and Executive Committee. The State Adviser shall serve as an ex officio member of all committees and shall advise the Executive Committee, voting delegates, and committees on matters of policy. The State Adviser shall assist the state officers in conducting meetings and implementing the state strategic plan.
- C. The Professional Liaison(s) shall be an active business technology teacher and the and Technical Liaison will be a business representative to assist with the state program and appointed by the State Chair and approved by the State Adviser and submitted to the National FBLA Chief Executive Officer. The Professional Liaison serves as a representative of the local chapter advisers. The Professional Liaison brings to the students an awareness of good school-community relations and the qualifications required for successful employment. The Technical Liaison will have a professional background in the information technology field and assist the AV Production Company the live production of the state conference sessions.

Section 2. Duties and Powers. There shall be a State Council (Professional and Technical Liaisons) which shall make policy recommendations with final approval by the State Chair and State Adviser. If a State Officer position (other than the State President) becomes vacant, the State Council shall appoint a replacement. The State Council has the power and the obligation to remove any State Officer who fails to fulfill the obligations of duty or behavior of a State Office without legitimate cause.

Section 3. Meetings. The State Council shall meet as necessary to transact business relevant to the organization.

ARTICLE VII

The Executive Committee

Section 1. Membership. Membership of the Executive Committee shall be the State Officers and one local adviser from each school that has State Officer. The State Chair, the State Adviser, and the Professional and Technical Liaisons shall serve as ex officio members of the Executive Committee.

Section 2. Duties and Powers. The Executive Committee shall make recommendations to the State Council and shall transact business relevant to the organization. Each member shall have one vote with the exception of the State President and the State Parliamentarian.

Section 3. Meetings. The Executive Committee shall meet as necessary to transact business relevant to the organization.

ARTICLE VIII

Committees

Section 1. Standing Committees. Standing committee members shall be appointed by the State President. The standing committees shall be a Bylaws Committee, a Finance Committee, and a Membership Committee.

- A. Bylaws Committee. The Bylaws Committee shall be composed of State Officers and advisers as appointed by the State President and shall be chaired by the State Parliamentarian. It shall be the duty of the Bylaws Committee to make recommendations on the Bylaws and present proposed amendments at the Annual Meeting to be acted upon.
- B. Finance Committee. The Finance Committee shall be composed of State Officers and advisers as appointed by the State President and shall be chaired by the State Treasurer. It shall be the duty of this committee to prepare a budget for the fiscal year and to submit it to the organization at its annual meeting. The Finance Committee may from time to time submit amendments to the budget to the current fiscal year that may be adopted or rejected by a majority vote of the Executive Committee.
- C. Membership Committee. The Membership Committee shall be composed of the State Vice President, who shall serve as chair, the Regional Presidents and their advisers. It shall be the duty of this committee to oversee membership programs to promote the growth of the State Chapter.

Section 2. Special Committees. Such other special committees, shall be appointed by the State President when deemed necessary to carry on the work of the organization. The State President shall be an ex officio member of all committees.

ARTICLE IX

Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these State Bylaws and any special rules of order the organization may adopt.

ARTICLE X

Amendment of Bylaws

The Tennessee FBLA Bylaws shall be made available to the membership 60 days prior to the State Leadership Conference. Proposed amendments should be submitted in writing to the State Chair no later than 90 days prior to the Annual Meeting of the State Leadership Conference. Voting on adoption of proposed amendments to the State Bylaws shall be at the Annual Meeting held at the State Leadership Conference provided they are not in conflict with the National FBLA Bylaws. Amendments may be adopted by a two-thirds vote of the voting delegates at the Annual Meeting of the State Leadership Conference.

Constitution and Bylaws – Adopted April 7, 1956

Constitution and Bylaws – Amended April 19, 1989

Bylaws – Amended March 5, 1999

Bylaws Revision – Adopted March 25, 2003

Bylaws Revision – Adopted April 5, 2006

Bylaws Revision – Adopted April 17, 2007

Bylaws Revision – Adopted April 16, 2012