

BY-LAWS of the Ohio Legislative Black Caucus

CHAPTER 1: DUTIES OF THE OFFICERS

Section 1. President

The President shall function as the Chief Executive Officer of the Ohio Legislative Black Caucus. He/She shall exercise supervision of the affairs of the Ohio Legislative Black Caucus, sign all official documents, hold title to the finances, and preside at Regular and Special Conventions, Executive Committee meetings and at such other meetings as he/she deems necessary to call.

The President shall:

- a. Have authority to interpret the Constitution between meetings of the Executive Committee and interpretation shall be conclusive and full force and effect unless reversed or changed by the Executive Committee or a Convention.
- b. Be an ex-officio member of all committees of the Convention and the Executive Committee and shall transact and carry out such other business and duties as may be assigned to him by the Executive Committee not inconsistent with other provisions of this Constitution.
- c. Be the official spokesperson of the organization or his/her designee.

Section 2. 1ST VICE PRESIDENT

The 1st Vice President shall carry out the duties of the President in his/her absence and shall

- a. Chair of the Personnel Committee of the OLBC
- b. Oversee the non-financial condition and activities of the office and its staff
- c. Carryout any other duties assigned to him/her by the President

Section 3. 2ND VICE PRESIDENT

The 2nd Vice President shall be the administrative officer of OLBC and shall

- a. Oversee the functions and activities of the OLBC Policy Committee.
- b. Oversee the functions and activities of the OLBC Chapters
- c. Carry out any other duties assigned to him/her by the President.

Section 4. TREASURER

The Treasurer shall oversee the financial condition and activities of the organization and its political action committee in accordance with the following guidelines:

- a) Any expenditures in excess of \$300.00 shall be presented approved by majority vote of the OLBC Executive Committee members present
- b) All OLBC events costing in excess of \$300.00 shall have detailed budgets that are subject to approval by a majority vote of Executive Committee members present.

Section 5. SECRETARY

The Secretary shall keep a correct record of the proceedings of the Convention and the Executive Committee and shall

- a) Transact and carry out such business as may be assigned to him by the Executive Committee or President
- b) Give bond in the amount of \$10,000 for the faithful performance of his duties and shall report to the Convention through the Report of the Officers.
- c) Carry out any other duties assigned to him/her by the President.

Section 6. SERGEANT-AT-ARMS

The Sergeant-at-arms shall be the chief police officer of the Ohio Legislative Caucus and shall be responsible to the Executive Committee. He/She shall also

- a) Maintain good order in all official meetings
- b) Strictly enforce the rules regulating admission of persons to the room(s) where official OBLC business is taking place.

Chapter 2: DUTIES OF THE EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall be the governing body of this organization between Conventions. It is authorized and empowered to take such action and render such decisions and instructions of the Conventions and to enforce the provisions contained in this Constitution. Between Conventions, it shall have the power to direct the affairs of the organization and appropriate to safeguard and promote the best interest of the organizations and its affiliated unions.

Section 2. It shall be the duty of the Executive Committee to watch legislative measures directly affecting the interests of African Americans, and initiating whenever necessary, such legislative action as the Convention may direct.

Section 3. Preparation and presentation to the Convention in printed form a statement of all matters of interest to the Convention and of the activities of the organization between Conventions

Section 4. The Executive Committee shall select an Executive Director to serve at its pleasure.

Section 5. The Executive Committee shall approve any staff appointed by the Executive Director.

SECTION 6. THE EXECUTIVE COMMITTEE SHALL DESIGNATE A CPA TO CONDUCT A COMPLETE AND THOROUGH AUDIT OF THE TREASURER'S ACCOUNTS OF ALL COMMITTEES AND SUCH COMMITTEES SHALL REPORT ON THE AUDIT TO THE CONVENTION.

Section 7. The Executive Committee shall approve and clarify any affiliate chapter(s) agreements and suspend affiliate chapter agreements with cause by a majority vote of members present.

Chapter 3: Membership

There shall be two types of membership in the Ohio Legislative Black Caucus: Executive Committee, Associate and Affiliate Chapter.

Section 1. Executive Committee Membership

Members as defined in Article III: Section 1 of the Constitution shall be accepted as a member of the OLBC Executive Committee with full rights and privileges.

Section 2. Associate Membership

For the purpose of these By Laws of the Ohio Legislative Black Caucus, an Associate member shall be defined as any individual who is not a member of the Ohio Legislative Black Caucus Executive Committee.

Section 3. Affiliate Chapters of OLBC

For the purpose of these By Laws of the Ohio Legislative Black Caucus, an Affiliate Branch shall be as defined in ARTICLE IV: Section 1 of the Constitution.

- a) It shall be the duty of each affiliated unit to furnish the Secretary an official statement of its membership in good standing and also furnish a correct and up-to-date list of names and addresses of its principal officers.
- b) Dues are \$10.00 per capita for each member for up to Thirty (30) paid members, the organization or group would be entitled to one (1) delegate vote. Sixty paid members, two (2) votes etc...

Section 4. Requirements of Membership

Executive Committee Membership

To maintain full rights and privileges associated with Executive Committee Membership you must

- a) Pay the annual organizational dues of \$150.00
- b) Attend the majority of official OBLC weekly meetings.
- c) Complete the official OBLC Declaration of Membership Form.

Associate Membership:

To maintain full rights and privileges associated with Associate Membership you must

- a) Pay the annual general membership dues
General dues (\$10.00 per year); description
Special (\$125.00 per year)
Life (\$500.00 per year)
- b) Accept the principles and objectives as prescribed in Article II of the Constitution.

CHAPTER 4: CONVENTION

The Convention shall be the supreme governing body of the organization and, except, as otherwise proved in the Constitution shall be by majority vote

Section 1. Date of Convention

The regular convention of the Ohio Legislative Black Caucus shall be held Biennially. The Executive Committee shall designate the time and place for holding the regular Convention. At least sixty (60) days previous to the convening of a regular convention, the Secretary shall issue the Call for the Convention.

Section 2. Delegates

The Convention delegates shall consist of those persons listed in Article XII. Only those delegates will be seated in the Convention who are members in good standing of the affiliated unit, which they are designated to represent and, if otherwise eligible, are duly qualified voters at the time of their election as delegates. The Credentials Committee shall submit a report to the Executive Committee in order to determine the vote as it relates to delegates and affiliated units. All delegates shall be subject to certification by the Credentials Committee.

No person shall be eligible to serve as an affiliate delegate unless he/she is a member of a local branch affiliated with the Ohio Legislative Black Caucus.

No credentials presented by a duly elected or appointed delegate who is eligible to be a delegate under Section 2 of Article XII shall be rejected.

Section 3. Convention Committees

Convention Committees are appointed at the pleasure of the President, and among the Convention committees but without limiting thereto, there shall be the following:

- a. RESOLUTION COMMITTEE
- b. LEGISLATIVE COMMITTEE
- c. CONSTITUTION COMMITTEE
- d. HUMAN RIGHTS COMMITTEE
- e. CREDENTIALS COMMITTEE
- f. ORGANIZATION COMMITTEE
- g. OFFICERS' REPORT COMMITTEE
- h. RULES COMMITTEE
- i. EDUCATION COMMITTEE
- j. PUBLIC RELATIONS COMMITTEE
- k. POLITICAL EDUCATION COMMITTEE
- l. ARRANGEMENTS COMMITTEE
- m. TELLERS COMMITTEE

The Credentials Committee shall meet at least one (1) day prior to the convening of the Convention. Such other convention committees may meet prior to the opening of the convention, as need dictates.

Section 4. Special Conventions

- (a) Special Conventions may be called by the direction of a regular convention or by order of the Executive Committee by a two-thirds vote of the authorized delegates.
- (b) In the event a special Convention has been called, all affiliated organizations shall be given at least thirty (30) days notice, together with a statement of the particular subject or subjects to be considered at such Conventions.
- (c) Representation to special Conventions shall be on the same basis and subject to like qualifications and procedures governing regular Conventions.
- (d) The business of special Conventions shall be limited solely to the subject or subjects specifically and definitely indicated in the Call for such special Convention.

CHAPTER 5: OATH OF OFFICE

Each officer shall before assuming office, subscribe to the following oath of office:

“I do hereby solemnly promise and agree that I will faithfully perform the duties of my office to the best of my ability as prescribed by the Constitution of the Ohio Legislative Black Caucus and the decisions of its Conventions.”

CHAPTER 6: AMENDMENTS

These By-laws may be amended by a majority vote of Executive Committee members present or by a majority vote of all delegates to the biennial Convention