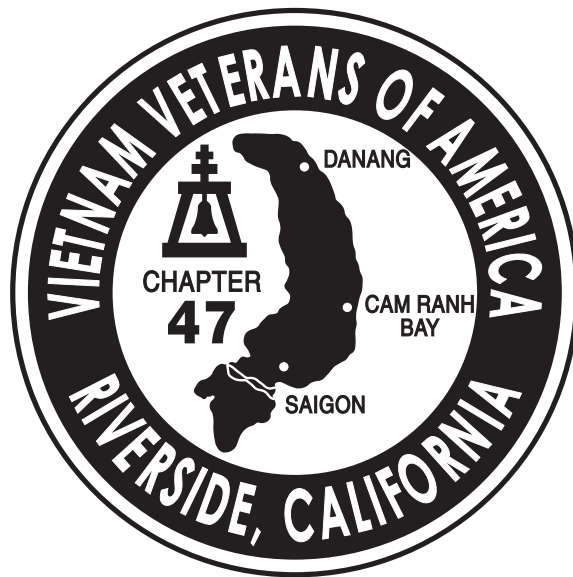


# **VIETNAM VETERANS OF AMERICA**

## **CHAPTER 47, Inc.**



## **BYLAWS**

**P.O. Box 4277  
Riverside, CA 92514-4277**

**VIETNAM VETERANS OF AMERICA  
CHAPTER 47, Inc.**

**BYLAWS**

**ARTICLE I - OFFICES**

The principal office of the chapter shall be located at an address to be designated by the chapter, and it may be the residence of an officer.

**ARTICLE II - PURPOSE:**

The purpose of the chapter is:

- A.** To help foster, encourage, and promote the improvement of the quality of life of the Vietnam-era veteran.
- B.** To promote physical and cultural improvement, growth and development, self-respect, self-confidence, and usefulness of Vietnam-era veterans.
- C.** To identify discrimination of Vietnam-era veterans and to develop channels of communication which will assist Vietnam-era veterans to maximize self-realization and enrichment of their lives and enhance life-fulfillment.
- D.** To study, on a non-partisan basis, proposed legislation, rules, or regulations introduced in any federal, state, or local legislative or administrative body which may affect the social, economic, educational, or physical welfare of the Vietnam-era veteran or others; and to develop public policy proposals designed to improve the quality of life of the Vietnam-era veteran and others especially in the areas of employment, education, training, and health.
- E.** To conduct and publish research, on a non-partisan basis, pertaining to the relationship between Vietnam-era veterans and the American society, the Vietnam War experience, the role of the United States in securing peaceful coexistence for the world community and other matters which affect the social, economic, educational, or physical welfare of the Vietnam-era veteran and others.
- F.** To assist disabled and needy war veterans including, but not limited to, Vietnam-era veterans and their dependents, and the spouses and orphans of deceased veterans.

**ARTICLE III - MEMBERS**

- A.** There shall be only one class of chapter member and the requirements for membership shall be as follows:
- B.** Individual membership in the chapter is open to any veteran who served on active duty in the U.S. military (for other than training purposes) between August 5, 1964 and May 7, 1975 or veterans who served in-country in Vietnam between February 28, 1961 and May 7, 1975. Applicants for membership shall pay annual dues in advance as set by the Board of Directors. Members shall conform to, and comply with, the national constitution, bylaws, and rules of the Corporation now or hereinafter in effect.

The Board of Directors shall have the right to set rules for the waiver of chapter dues in situations it deems appropriate. Members shall file a copy of their DD 214 form, or other proof of qualification for membership with the chapter.

- C.** The Board of Directors shall have the authority to designate the dues, entitlements, eligibility requirements, and available services for chapter members.

- D. The Board of Directors shall have the authority to refuse membership to any person or group of persons when, in their judgment, admission of such person or persons would be inconsistent with or detrimental to the purposes, principles, objectives, or goals of the Corporation, chapter or otherwise.
- E. A member who has not paid the current national, state and chapter dues will be dropped from the chapter membership. The Board of Directors may reinstate the member upon receipt of the current year's national, state and chapter dues.

#### **ARTICLE IV - MEETINGS OF MEMBERS**

- A. Regular meetings of the chapter shall be held on a date and time determined by the Board of Directors of the chapter and announced to the individual members at a chapter meeting.
- B. The annual meeting of the members of the chapter, held after December 31, 1986, shall be held in April of each year on a day, time and place determined by the Board of Directors of the chapter. The purpose of the annual meeting shall be to elect new officers, Nominating Committee members, Directors, and State Council Representatives, and for the transaction of such other business as may properly come before the meeting.
- C. Special meetings of the members may be called at any time by the President of the chapter, or by the President or Secretary at the written request of a majority of the Board of Directors or the members of the chapter in good standing. A special meeting may also be called by the President of the Corporation or the President of the California State Council, Vietnam Veterans of America. Written notice of such a meeting must be provided to chapter members at least ten days prior to the meeting.
- D. All meetings of the members shall be held at the principal offices of the chapter or at such other place as the Board of Directors shall designate in the notice of such meeting.
- E. Notice of the annual meeting and special meetings shall be delivered either personally or by mail to each member entitled to vote at such meetings. Notice of the annual meeting shall be delivered no less than thirty (30) days nor more than fifty (50) days prior to the meeting. Notice of a special meeting shall be delivered at least ten (10) days prior to the meeting. The notice of such meetings shall contain the date, time and place of the meeting and the purpose of the meeting.
- F. The presence of three (3) individual members or ten percent (10%) of the members entitled to vote at any meeting, shall constitute a quorum for the transaction of any business at a general meeting.
- G. The presence, in person, of five (5) individual members or twenty-five (25%) percent of the members entitled to vote at an annual meeting, whichever is greater, shall constitute a quorum for the transaction of any business at an annual meeting. The state council may modify the requirements for a quorum in the event that the members of a chapter requesting such a modification are regularly unable to attend meetings because of incarceration.
- H. Each individual member shall be entitled to one (1) vote on all business submitted to the membership for a vote. Votes must be cast in person in a manner designated by the Board of Directors. Except as otherwise provided by these bylaws, the vote of a majority of the individual members present and entitled to vote on a matter at a meeting in which there is a quorum shall be necessary for the adoption thereof.
- I. During the intervals between regular meetings of the Board of Directors, the President of the Chapter may refer specific questions to the elected members of the Board of Directors relating to the affairs or management of the Chapter, or elections to fill vacancies, which in the opinion of the President require immediate attention or action by the Board. The President may use telegram, telephone,

email or other electronic communications to communicate with the Board. The results of the vote of the Board members shall constitute the act of the Board of Directors and shall be binding upon the Chapter, its Officers, Directors, agents, committees, and other persons and others in the same manner as if the vote were taken at a duly constituted meeting. Upon completion of the vote by the members of the Board, the President shall file an affidavit with the Secretary within seven (7) days setting forth the date of contact with the Directors, the question submitted, and the vote of each Director. The Secretary shall communicate the results of the vote to all members of the Board within seven (7) days of the aforementioned filing with the Secretary.

## **ARTICLE V - BOARD OF DIRECTORS**

- A.** The Board of Directors shall consist of no less than five (5), nor more than twelve (12) directors, including the officers set forth below. The Board of Directors shall determine the exact number, subject to the approval of the members of the chapter.
- B.** The President, Vice President, Secretary, Treasurer, and such other officers as have been authorized and elected by the members of the chapter shall be members of the Board of Directors of the chapter.
- C.** The directors shall be elected from among the individual members in good standing of the chapter by the vote of the members present, in person, and entitled to vote at the annual meeting of the members or as hereinafter provided. Each director shall hold office for a one (1) year term, as determined by the chapter, until the next annual meeting and until his or her successor is elected and has qualified. A director may succeed himself or herself any number of times. The chapter may, by resolution of the membership taken at least sixty (60) days prior to the election, determine that all such officers shall serve for a term of two (2) -years.
- D.** The Board of Directors shall be responsible for the control and management of the affairs, property, and interests of the chapter; for keeping the Corporation advised of all activities of the chapter; for complying with all reporting requirements established by the constitution of the Corporation, the rules, resolutions, or directives of the Corporation, or any local, state or federal law. The Board of Directors is also responsible for guiding and administering the chapter so that the purposes, principles, and goals of the Corporation, as set forth in the Certificate of Incorporation, and the rules, resolutions, and directives of the Corporation are followed; and for making suggestions and recommending programs.
- E.** The Board of Directors shall meet immediately prior to the annual meeting of the chapter members; this meeting shall be considered the annual meeting of the Board of Directors.
- F.** The Board shall meet at least four (4) times per year, inclusive of the annual meeting as scheduled, or when called by the President of the chapter, or by a majority of the directors, at such time and place as may be specified in the notice thereof. The President of the Corporation or the President of the state council may call a meeting of the chapter when he or she deems it to be in the best interest of the Corporation.
- G.** Notice of any special meeting of the Board of Directors shall be given at least five (5) days prior to the meeting by written notice delivered personally or sent by mail, email or telegram to each director at his or her address as it appears on the records of the chapter. The notice shall be deemed delivered when mailed, when sent via email or delivered for telegraphic transmittal. Any director may waive notice of any meeting, in the manner hereinafter prescribed. The attendance of a director at any meeting shall constitute waiver of notice of such meeting, except when a director attends the meeting for the express and stated purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

- H. A quorum of the Board of Directors shall be two-thirds of the whole number of the Board of Directors or that number greater than two-thirds which is closest thereto when the number of the directors is not divisible by three. The act of the majority of the directors present at any duly constituted meeting at which there is a quorum present shall be the act of the Board of Directors, except as otherwise provided by law, these bylaws, or the rules, procedures, or directives of the Corporation.
- I. Any vacancy occurring in the Board of Directors or in the position of State Council Representative due to death, resignation, refusal, or inability to serve, shall be filled, for the unexpired portion of the term, by appointment from the President and ratified by a majority vote of the full number of the remaining directors, though less than a quorum. A vacancy in the office of President shall be filled for the unexpired term thereof as specified in Subsection C of Article VI.
- J. Any member of the Board of Directors who shall be absent from three consecutive Board meetings without adequate notice and excuse acceptable to the Board, shall be deemed to have resigned from the Board.

## **ARTICLE VI - OFFICERS**

- A. The officers of the chapter shall be the President, one or more Vice Presidents, a Secretary, a Treasurer, and such other officers as the Board may, from time to time, deem advisable.
- B. **PRESIDENT.** The President shall be the chief executive officer of the chapter and shall, subject to the direction of the Board of Directors, supervise and control all of the business affairs and property of the chapter, and shall see that all orders and resolutions of the Board are carried into effect. The President shall preside at all meetings of the members and of the Board, and shall appoint all chairpersons of committees, except the chairperson of the Nominating Committee.
- C. **VICE PRESIDENT.** In the absence of the Chapter President, or in the event of his or her inability or refusal to act, the Vice President when so acting, shall have all the powers of, and be subject to, all the restrictions upon the President. In the event that there is more than one (1) Vice President, the Vice Presidents in the order designated shall perform the duties of president. The Vice President(s) shall perform such other duties as the Board may from time to time prescribe. In the event of the death, removal, or resignation of the President, the Vice President shall assume the position of the President for the remainder of his or her term.
- D. **SECRETARY.** The Secretary shall record all the proceedings of the meetings of the Board of Directors and of the members in a book kept for that purpose. He or she shall give or cause to be given, notice of all meetings for which notice is required by these bylaws, and shall operate under the supervision of and perform such other duties as may be prescribed by the Board of Directors or the President. In the event of a conflict, the Secretary shall act pursuant to the instructions of the Board. The Secretary shall obtain and have custody of a corporate seal for the chapter if required by law. The Secretary shall have the authority to affix the seal to any instrument requiring it, and attest to it by his or her signature. The Board may give general authority to any other officer to affix the seal of the chapter and to attest to the fixing by his or her signature. The Secretary shall be responsible for the safekeeping of all DD 214 forms or other acceptable forms of proof of military service submitted to him or her by any member. He or she shall forward to the office of the Corporation a copy of said form for each duly elected officer and director.
- E. **TREASURER.** The Treasurer shall have charge and custody of all funds and securities of the chapter and all funds and securities in any way generated, collected, or obtained in connection with chapter activities; and the Treasurer shall be responsible for such funds and securities and the receipt and disbursement thereof. He or she shall keep full and accurate accounts of receipts and

disbursements in books belonging to the chapter and shall deposit all moneys and other valuable effects in the name of and to the credit of the chapter in such depositories as may be designated by the Board of Directors.

The Treasurer shall disburse the funds of the chapter as may be ordered by the Board, taking proper vouchers for such disbursements. The Treasurer shall provide the President and the Board at its annual meeting, or when the Board, the President, or the Corporation so require, an accounting of all transactions as Treasurer and the of the financial condition of the chapter. On an annual basis the Treasurer shall submit a full-financial report based on the books and the accounts of the chapter which have been reviewed by the chapter Finance Committee.

- F. The Chapter President, Vice President, Treasurer, or any other officer designated by the Board, shall be authorized to sign checks and drafts. Any other officer so authorized shall obtain a fidelity bond or other surety for the faithful discharge of the above duties in such sum and with such surety as the Board may determine; the expense of which shall be paid by the chapter. A bond may be dispensed with for any such officer upon his or her written request to the Board of Directors of the Corporation and its consent thereto. A minimum of two (2) signatures shall be required on each check or draft issued.

## **ARTICLE VII - COMMITTEES**

- A. The Nominating Committee shall consist of at least three (3) members elected by the membership at the annual meeting. The committee shall prepare a slate of candidates for all of the positions of officers and directors and submit the list for consideration by the chapter members at least thirty days prior to the election. Any member at the annual meeting may nominate additional persons. Any person nominated, by the Nominating Committee or otherwise, shall immediately submit a copy of his or her DD 214 form or other acceptable form of proof of military service to the Secretary, and shall not be entitled to be considered for election until the appropriate form(s) are submitted. The method of nominating the committee members is to be determined by the chapter. Election of the committee chairperson may be by the committee members themselves soon after the election, or by the chapter membership when the Nominating Committee is elected.
- B. The Board may appoint an Executive Committee and such other committees of directors as may be required. Committees shall consist of three (3) or more directors, shall have such powers as the Board shall set forth in the resolution creating such committees. These committees shall make recommendations to the Board and perform such other services as the Board may require, but they shall not have the authority to modify any action taken by the Board.
- C. The President may appoint from the members, the chairperson of several standing committees, including: Membership Affairs; Veterans Benefits; Public Affairs; Women Veterans; Government Affairs; Veterans Affairs; Community Services; Employment, Training and Business Opportunities; Minority Affairs; Constitution; and Finance, and such other special committees as the Chapter President deems desirable. Each of the standing committees shall perform the functions ascribed to it in Article XII, Section 6. The members of committees shall be appointed by the chairperson from members of the chapter. Non-voting Special Advisors may be appointed to all committees from among qualified citizens.
- D. The terms of the committee chairpersons and members of the committees shall be as follows:
  - 1. The members of the Nominating Committee shall be elected to serve for a one (1) or two (2) - year term of office until their successors are elected and have qualified.

2. The members of the Executive Committee and other committees of directors shall serve for such terms, not to exceed the member's term of office as a director, as shall be determined by the Board of Directors.
  3. The members of the standing and other committees shall serve for a term terminating at the annual meeting of members when the term of the President who appointed the chairperson of the respective committee terminates.
  4. Any member of any committee may be reelected or reappointed to additional terms, so long as such member continues to qualify as a member of such committee.
  5. The Board of Directors of the chapter, by vote of the majority of its members, may remove the chairperson of any committee, including the Nominating Committee, in accordance with the provisions of these bylaws, and the rules, procedures, and directives of the Corporation.
- E. After recommendation from the local members of Associates of Vietnam Veterans of America, Inc. (AVVA), the chapter should seat a Liaison on the Chapter Board of Directors, who shall serve as a non-voting Special Advisor to the Chapter Board of Directors on matters of particular concern to AVVA members.

## **ARTICLE VIII - FINANCE**

Subject to the provisions of the Constitution of the Corporation, and the rules, resolutions, and procedures of the Corporation, the chapter shall have the power to raise funds as are necessary to its operation in such manner as the chapter deems appropriate.

## **ARTICLE IX - FISCAL YEAR**

The fiscal year of the chapter shall commence on the first day of March and end on the last day of February in each year.

## **ARTICLE X - SEAL**

The chapter shall provide a corporate seal, if required by law, which shall be in the form of a circle and shall have inserted thereon the name of the chapter, and the state and year of incorporation.

## **ARTICLE XI - WAIVER OF NOTICE**

Whenever any notice is required to be given pursuant to the Articles of Incorporation of the Corporation or of the chapter, or by these bylaws or the rules and procedures of the Corporation, a waiver thereof in writing, signed by the person entitled to such notice, executed at any time, shall be deemed the equivalent of the giving of such notice.

## **ARTICLE XII - GENERAL PROVISIONS**

### **SECTION 1 - FINANCE**

- A. The chapter shall conform to all applicable federal, state, and local laws, and with these bylaws, the rules and directives of the Corporation, as concerns the reporting of any financial activities of the chapter. The chapter shall file an annual financial report with its state council and with the Corporation in a format to be specified by the Corporation by July 15 each year.
- B. The Corporation shall be empowered to examine the financial records of the chapter, during normal business hours, at a time and place designated by the President of the Corporation or his or her

authorized representative. The location shall be convenient to the principal executive officer of the chapter.

- C. Copies of all bonds or other sureties, obtained as a result of the requirements of these bylaws, or otherwise, shall be filed, together with any renewal thereof, with the Corporation.

## **SECTION 2 - DISCIPLINE**

- A. Appendix II of the Constitution of the Corporation, Code of Disciplinary Procedure shall be followed in the event charges are filed against any member. Such code shall provide for adequate protection of the rights of the accused party to a fair hearing, representation by counsel of his or her choosing, to appeal an adverse determination before appropriate committees of the Corporation, or otherwise to present evidence on his or her behalf, and to confront his or her accusers. The Code of Disciplinary Procedure may be amended by the delegates to a national convention or by the Board of Directors, provided however, that any such amendment by the National Board before taking effect must be ratified by the delegates to a national convention, or by the concurrence of a majority vote of the Conference of State Council Presidents.
- B. All charges against a member must be in writing, duly executed under oath as provided in Appendix II of the Constitution of the Corporation, and specify the provisions of the constitution, the rule or directive of the Corporation alleged to have been violated or the conduct giving rise to such charges. No member shall suffer any sanction other than suspension as provided in Paragraph E of this Article, unless he or she has been provided the opportunity for a fair hearing pursuant to the Code of Disciplinary Procedure.
- C. The membership of any member may be revoked or other sanctions may be placed against any such member, upon sustained charges of misconduct, gross neglect or dishonesty under the Code of Disciplinary Procedure. The resignation or failure to renew a membership shall not be sufficient grounds to prevent the filing or adjudication of charges or the imposition of sanctions under the Code of Disciplinary Procedure.
- D. No sanction imposed upon a member as a result of charges having been brought and sustained after a hearing shall be so harsh as to constitute cruel or unusual punishment, or disproportionate to the nature of the offense.
- E.
  - 1. The Board of Directors of the Corporation may, for good cause shown, on charges of misconduct, gross neglect, or dishonesty, suspend the membership of any member of the Corporation or the charter of any state council or chapter.
  - 2. The President of the Corporation may for good cause shown, on charges of misconduct, gross neglect, or dishonesty, suspend the membership of any member of the Corporation, other than a National Board member or officer of the Corporation, or suspend the charter of any state council or chapter.
  - 3. A state council may, for good cause shown, on charges of misconduct, gross neglect, or dishonesty, suspend the membership of any member of the state, other than that of a state council officer, National Board member or officer of the Corporation, or suspend the charter of any chapter located in the state.
  - 4. The Board of Directors of the chapter may, for good cause shown, on charges of misconduct, gross neglect, or dishonesty, suspend the membership of a member of the chapter, other than a National Board member or national officer or state council officer.

5. All such suspensions shall only be effective upon the filing of charges in accordance with the Code of Disciplinary Procedure annexed hereto.

### **SECTION 3 - RESTRICTED ACTIVITIES**

- A. No member of the Corporation may, without the express written consent of the Board of Directors, receive any compensation, by gift or otherwise, from the Corporation, a state council, or the chapter, or own any interest in any organization which receives such compensation. For purposes of this subsection, reimbursement of reasonable expenses incurred while conducting the business of the Corporation shall not be deemed to be compensation. No member shall be an officer or director of the chapter, state council, or of the Corporation while holding any office or directorship in any organization whose purposes or activities are, or have been declared by the Board of Directors to be, in conflict with those of the Corporation. No member shall use the property of the Corporation, a state council, or the chapter except in the course of the business of the Corporation.
- B. Chapters and state councils may engage in fund-raising activities that do not conflict with the purposes of the Corporation, provided that they strictly adhere to the following guidelines:
  1. All such fund-raising activities which conflict with the activities of other chapters, state councils, or the Corporation, shall not be engaged in without the prior written consent of affected chapters, state councils, or the Corporation.
  2. The sale of products by chapters or state councils that bear the logo or the name of the Corporation shall not be permitted unless the products clearly identify the chapter or state council marketing the product.
  3. Fund-raising activities involving telephone solicitation, direct mail, work-place donations, or the regular and continuous sale of alcoholic beverages shall be considered to be restricted and may not be engaged in without the prior written consent of the Board of Directors of the Corporation. For purposes of this subsection, the following definitions shall apply:
    - a. Telephone solicitation shall mean a fund-raising campaign that uses the telephone as the primary method of contacting members of the general public in an appeal for donation of property or funds.
    - b. Direct mail solicitation shall mean a fund-raising campaign that uses the mail system as the primary method of contacting members of the general public in an appeal for donation of property or funds.
    - c. Workplace donation shall mean a fund-raising campaign by which members of the general public are solicited to donate funds through deductions from their wages or salaries at their place of employment.
    - d. The regular and continuous sale of alcoholic beverages shall mean any sale of such beverages which requires the issuance of a license or permit to conduct such activity by the laws of the jurisdiction in which the chapter or state council is located.
    - e. Solicitation of household goods shall mean a campaign to solicit, by telephone, by mail or otherwise, the contribution of household items for disposition or sale by a Thrift Store.
  4. All such fund-raising activities must comply with applicable federal, state and local laws, rules, and regulations.
- C. Chapters or state councils seeking to engage in restricted fund-raising activities shall give written notice thereof to the Corporation at least forty-five (45) days prior to commencing such activities or

executing any documents in the furtherance thereof. Chapters shall submit any such proposal to the President of the state council of the state in which the chapter is located, if any, for his or her review and recommendation, and shall include such recommendation in the application of the chapter to the Corporation.

- D. The Board of Directors, or its designated representatives, shall make a determination regarding such restricted activity and shall issue a decision to the chapter or state council, in writing, as soon as possible, but in no event later than thirty (30) days after receipt of the proposal.

Notwithstanding any other provisions of this or any other Article of the Constitution of the Corporation, National Board of Directors and/or anyone acting at their direction, or on their behalf, shall not enter into any exclusive contracts that bind the chapters and/or state councils, or a portion of either, unless a majority of the affected chapters and/or state councils concur.

- E. A chapter member may not, endorse, on behalf of the chapter, state council, or the Corporation, any candidate for any elected office or position.
- F. The chapter may comment upon and endorse on behalf of said corporation, chapter, or state council any candidate holding or proposed for an appointed position that directly affects veterans affairs, provided that all such comments and/or endorsements made by chapters or state councils with respect to federal appointees must be made in consultation with the appropriate department head or officer of the Corporation.
- G. The chapter may, after debate and upon the affirmative vote of two-thirds of the individual members present at a duly constituted meeting of the members thereof, adopt positions or policies on other foreign or domestic issues, provided, however, that any such policy or position must be clearly identified as the position of the chapter adopting such policy or position, and not that of the corporation, any state council, or any other chapter.

#### **SECTION 4 - RULES OF ORDER**

The rules of order at any meeting of the chapter, or committee, shall be Robert's Rules of Order, Newly Revised.

#### **SECTION 5 - AMENDMENTS**

These bylaws, or provisions hereof, may be altered, amended, or repealed, or new provisions added hereto, by the affirmative vote of two-thirds of the members present and voting at any Annual Meeting, provided, however, that any such proposed amendment shall be filed with a Constitution Committee at least one-hundred-twenty (120) days prior to the commencement of the Annual Meeting at which such proposed amendment is to be addressed, and in compliance with rules adopted by the Board of Directors. The Constitution Committee shall review proposed amendments not less than sixty (60) days prior to the commencement of the Annual Meeting. Chapter bylaws shall not override any part of the Constitution of the Corporation, and when in conflict with the Constitution of the Corporation, that part shall be invalid.

#### **SECTION 6 - STANDING COMMITTEES**

The standing committees established at the chapter level shall perform the following functions:

- A. **Membership Affairs Committee.** The Membership Affairs Committee, or its staff designee, shall receive and approve applications from individuals and others wishing to become members of the Corporation, and shall be alert to build the membership of the Corporation by pointing out the

advantages and services available to members. The Membership Affairs Committee shall also establish procedures by which an individual member's status as a veteran may be authenticated. Such procedures shall be in accordance with guidelines established by the Corporation.

- B. Public Affairs Committee.** The Public Affairs Committee shall act as a liaison between the various committees of the chapter and the news media, and it shall publicize in the community the purposes, goals, role, activities, and projects of the Corporation, its state council, and the chapter.
- C. Government Affairs Committee.** The Government Affairs Committee shall seek, through a program of education, to improve the social, economic, and educational well-being and physical welfare of the Vietnam-era veterans and other persons through the legislative process at the local, state, and federal level. The committee shall monitor legislative activities and represent the opinion of the membership at public hearings and with public officials.
- D. Veterans Affairs Committee.** The Veterans Affairs Committee shall present programs related to a variety of subjects and special interests. The committee should coordinate its activities closely with the President, other officers, and committee chairpersons.
- E. Employment, Training and Business Opportunities Committee.** The Employment, Training and Business Opportunities Committee shall develop programs of awareness on the part of the economic and employment sector of the needs of veterans in employment and business, and shall seek to improve the economic well being of veterans through such programs.
- F. Minority Affairs Committee.** The Minority Affairs Committee shall identify and develop programs of awareness of, and programs of interest to, minority veterans of the Vietnam Veterans of America, and shall seek to expand the membership of minorities in the Vietnam Veterans of America. The committee shall coordinate its activities closely with the President, other officers, and committee chairpersons.
- G. Constitution Committee.** The Constitution Committee shall serve to advise the Board of Directors as to matters of interpretation of the provisions of this Constitution, in accordance with guidelines and determinations of the Corporation.
- H. Veterans Benefits Committee.** The Veterans Benefits Committee shall provide oversight, as directed by the Board of Directors of the chapter, for the corporation's Veterans Benefits Program and shall recommend to the Board, policies to govern that program.
- I. Finance Committee.** The Finance Committee shall provide oversight of the financial activities of the chapter, and shall recommend policies on financial matters, to include, but not limited to, assisting and consulting with the Treasurer on all financial planning, budgeting, reporting and other related matters.
- J. Women Veterans Committee.** The Women Veterans Committee shall identify issues and needs relevant to women veterans, develop strategies to address and resolve them, and serve as a resource or liaison to and between all other communities. The Women Veterans Committee will maintain communication, advocacy, and outreach on behalf of women veterans at all levels of the organization.
- K. POW/MIA Committee.** The POW/MIA Committee shall act as liaison with the state council POW/MIA Committees. The committee shall also promote awareness of the plight of American POW/MIA's in Southeast Asia and other areas of the world regardless of the conflict that initiated their disappearance.
- L. Community Services Committee.** The Community Services Committee shall identify essential social needs related to Vietnam-era veterans, their families, and others, projects in the community

related thereto, and shall stimulate appropriate chapter involvement of resources to meet the needs or assist the projects.

**CERTIFICATE OF ADOPTION**

I, \_\_\_\_\_, Secretary of Vietnam Veterans of America, Chapter 47, Inc., hereby certify that at the organizational meeting of this corporation, held on \_\_\_\_\_, 20\_\_\_\_, at which \_\_\_\_\_ voting members of the Corporation were present, the membership of this corporation adopted the within bylaws.

\_\_\_\_\_  
Chapter 47 Secretary

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public