

**BYLAWS
of the
NATIONAL ASSOCIATION
TEACHERS OF
FAMILY AND CONSUMER SCIENCES**

**ADOPTED, 1977—REVISED, 1994, 1996, 1999, 2001, 2011, 2015,
2016**

ARTICLE I- Name

The name of this nonprofit organization shall be the National Association Teachers of Family and Consumer Sciences, NATFACS, hereinafter referred to as the Association.

ARTICLE II-Purpose

To provide an organization for group expression and group action dealing with problems of national importance to Family and Consumer Sciences Education.

To provide opportunity for an exchange of ideas and materials as well as a sharing of experiences.

To support the purposes of the Association for Career and Technical Education.

ARTICLE III- Membership Dues

Section 1. Eligibility

Any member of the Association of Career and Technical Education in good standing, who is a teacher of Family and Consumer Sciences or who is interested in the teaching of Family and Consumer Sciences is eligible for membership.

The types of membership are Active, Retired, and Student.

Section 2. Dues

The dues of the Association shall be determined by the Executive Board, subject to a majority of the membership present at the Annual Meeting.

ARTICLE IV- Officers

Section 1. Officers

The Officers of the Association shall be the President, President-Elect, Immediate Past President, Secretary, and Administrative Assistant.

Section 2. Duties of Officers

- a. PRESIDENT**— The President shall perform all the duties assigned to that office. The President, or in the President's absence, the President-Elect shall preside at all the meetings of the Association, Executive Board, and Executive Committee. The President shall be an ex-officio member of all committees except the Nominating Committee.
- b. PRESIDENT-ELECT**— The President-Elect shall, in the absence of the President, perform the duties of President. In case of a permanent vacancy in the office of President, the President-Elect shall automatically become President for the remainder of the term.
- c. IMMEDIATE PAST PRESIDENT**— The Immediate Past President shall serve as consultant to the President and as chair of the Awards Committee.
- d. SECRETARY**— The Secretary shall keep accurate records of the proceedings of all meetings of the Association, conduct correspondence, and fulfill other duties as directed by the President.

Section 3. Officer Ceases to Function

If an officer ceases to function as designated in the Bylaws, the Executive Board will take action. Ultimate action may result in removal from office. A replacement may be named by the Executive Board to fill the remaining term.

Section 4. Administrative Assistant Position

The NATFACS Administrative Assistant is responsible for maintaining the checking account by making all deposits and paying all properly submitted bills from association funds; preparing year-end financial statements for the audit committee and financial reports for the executive board meetings and the annual meeting; preparing a budget in conference with the executive board; collecting membership dues and keeping an accurate computerized membership list by state; attending NATFACS annual meeting; assisting with registration and collection of convention monies; and any other duties deemed necessary by the Executive Board.

ARTICLE V- Election of Officers

Section 1. Eligibility

Association members who are currently teaching Family and Consumer Sciences at the elementary, secondary, college or university level are eligible to hold office. The members shall have actively participated in at least one National Association Teachers of Family and Consumer Sciences/Association of Career and Technical Education Convention. Any officer ceasing to be employed as a teacher but remaining in the field of education may complete the term of office, otherwise a vacancy occurs.

Section 2. Process of Nomination

The Nominating Committee shall accept nominations for the office of President-Elect annually, nominations for the office of Secretary in even numbered years. Each state may submit only one officer nominee per year. The method of selection of the nominee shall remain the prerogative of the state. No nominee shall be considered for any office other than the one for which nominated unless written consent is secured from the nominee, and the NATFACS President. All nominations are to be mailed to the Nominating Committee Chair with a postmark of October 1 or earlier. (Emergency Clause—If a full slate of nominations has not been received by the designated deadline, the Executive Board shall establish emergency guidelines.)

Section 3. Method of Election

The election shall be by secret ballot at the Annual Business Meeting of the Association during the Association of Career and Technical Education Convention. All members present shall be eligible to vote. A majority of votes cast shall be required for the election of a nominee to an office.

Section 4. Term of Office

The term of the elected office shall begin July 1 after the election. The newly installed President-Elect and Secretary shall be invited to attend meetings of the Executive Board, which may be held before assuming office on July 1. Officers shall be installed at the Annual Meeting at which they are elected.

Section 5. Vacancies

In the event of a vacancy in the office of the President the President-Elect shall complete the unexpired term. In the event of the vacancies in the office of both the President and President-Elect, the Immediate Past President shall consult with the other officers to fill the vacancy of the President. In the event of a vacancy in the office of the Secretary, the President shall appoint a person to fill the unexpired term. A vacancy of the position for Administrative Assistant shall be filled according to the terms of the present job description and position contract.

ARTICLE VI- Executive Board

Section 1. Composition

The Executive Board shall consist of the President, the President-Elect, and the Immediate Past President and the Secretary. The Administrative Assistant will serve as a non-voting member of the Executive Board.

Section 2. Officers' Expenses

Expenses incurred by the officers of the Association representing the Association at the Association of Career and Technical Education Convention and on official Association business shall be paid in full according to policy. Any expense not included in the Board prior to incurring the approved budget must be expense. Expenses and/or stipend of the Administrative Assistant will be paid according to the terms of the existing contract.

Section 3. Call of Board Meeting

The Executive Board shall meet at the call of the President or at the written request of three members of the Board.

Section 4. Duties

The Executive Board shall plan and direct the activities of the Association.

ARTICLE VII- NATFACS Board

Section 1-Structure of the Board

The membership of the NATFACS Board will consist of the executive board as well as committee chairs appointed by the current president of NATFACS.

Section 2 Fulfillment of Office

If a committee chair ceases to function, the Executive Board will take action. Ultimate action may result in removal as chair. A replacement may be named by the Executive Board to fill the unexpired term.

ARTICLE VIII- Meetings

Section 1. Annual Meeting

The Association shall meet annually during the Association of Career and Technical Education Convention.

Section 2. Policy and Planning Committee Meeting

The Association's Policy and Planning Committee shall meet annually at the time determined by the Executive Board. This committee shall be comprised of members of the Executive Board and the Standing Committee chairs.

Section 3. Quorum

A quorum shall be a simple majority of the designated body which is present.

ARTICLE IX- Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern in all cases to which they are applicable and not inconsistent with these Bylaws.

ARTICLE X- Amendments

These Bylaws may be amended by a two thirds vote of registered members present and voting at the Annual Meeting provided that amendments are offered in writing to the President and the Executive Board sixty (60) days prior to the date of the Annual Meeting, and provided further that amendments are made available to the membership through the state contact persons and/or the Website at least thirty (30) days prior to the date of the Annual Meeting.

ARTICLE XI- Miscellaneous Provisions

Section 1. Dissolution

Dissolution. Upon dissolution it shall be the obligation of the Board of Directors to ensure that all just debts and claims against the Association are paid. Any funds remaining after payment of all debts and obligations shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organizations exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. Such organizations are to be selected by the Executive Board.

Section 2. Indemnification.

Indemnification. To the fullest extent permitted by law, but limited to the Association's insurance coverage, the Association shall indemnify and hold harmless any and all past, present or future Officers, as identified and defined in these bylaws and, in its discretion and in accordance with law, may indemnify and hold harmless any agent or employee of this Association from all liabilities, expenses and counsel fees reasonably incurred in connection with all claims, demands, causes of action and other legal proceedings to which they may be subjected by reason of any alleged or actual action or inaction in the performance of the duties of such Director, Officer, employee or agent on behalf of the Association.