

ARTICLES OF ORGANIZATION

ARTICLE I

NAME AND MEMBERS

Section 1: The name of this organization shall be the National Association of State Workforce Board Chairs.

Section 2: Full Members shall be the chair(s) from each State Workforce Investment Board or similar state-level entity (to be referred to as the State Workforce Board) appointed by the governor to oversee workforce policies and programs in each state or territory of the USA. Each chair or state board shall designate an alternate to serve as an associate member of the association and to substitute for the state chair in the event that the chair is unable to attend the Annual Meeting or any meetings officially called by the Executive Board. The alternate may vote, but may not be elected to the Executive Board. The alternate shall be a member of the State Workforce Board appointed by the governor of the state or territory.

Each state may designate the board's executive director or a staff contact as the liaison between the Chair and the Association support staff and as an associate non-voting member of the association.

ARTICLE II

OFFICERS

Section 1: The officers of this Association shall be a Chair, Vice Chair and the Most Immediate Past Chair. Only full members of the Association shall be eligible to be elected as, or to continue to serve, as an officer.

Section 2: Officers shall serve one two-year term under the same title. The term of office shall be from the close of an Annual Meeting to the close of the following Annual Meeting two years hence.

Section 3: The Chair, and Vice Chair, shall be elected at the Annual Meeting by the members present, by secret ballot. (Refer to Article III, Section I.)

Section 4: The Chair shall perform the usual duties of a presiding officer at meetings of the Association and shall appoint committees from time to time (as he/she, the Association, or the Executive Board may determine necessary).

Section 5: The Vice Chair shall succeed to and complete the term of office of the Chair in the event that the Chair shall resign or otherwise be unable to serve. Should both the Chair and the Vice Chair resign or otherwise be unable to serve, the Executive Board shall call a special election to nominate and elect full members to fill the remainder of the Chair and Vice Chair's terms of office. The special election shall be called for within thirty days of the resignation of the Chair (or Vice Chair if serving as Chair).

ARTICLE III

EXECUTIVE BOARD

- Section 1:** The Executive Board shall be composed of the Chair, Vice Chair, Immediate Past Chair, and two at-large members appointed by the Association Chair. The composition of the Executive Board shall, whenever feasible, be regionally balanced and include a new member of the Association.
- Section 2:** The two at-large members of the Executive Board shall be appointed by and serve at the pleasure of the Association Chair.
- Section 3:** Executive Board meetings will be open to the membership.
- Section 4:** A quorum for meetings of the Association, the Executive Board, and any other Association committee, shall be a majority of its members. A quorum may be established when less than 50% of the membership is present, if two-thirds of the full members present vote to approve such.
- Section 5:** Only members of the Executive Board shall have charge of the direction and management of the Association between meetings of the full membership, forming a consulting and advisory body for the direction of its policies and affairs.

ARTICLE IV

COMMITTEES

- Section 1:** Each committee of the Association shall study all substantive matters within the assigned jurisdiction of such committee. Each committee, before taking any position, testifying, or making any public statement with respect to any new matters within its jurisdiction, shall submit the proposed position to the Executive Board or the full membership for approval. It is understood that no action of a committee or the Association as a whole prohibits individual members from taking a stand at variance therewith.
- Section 2:** Membership of committees shall consist of both full and associate members of the Association.

ARTICLE V

MEETINGS

The Association's full membership shall have at least one meeting each year. The regular annual meeting of the Association shall be held at a time and place to be designated by the Executive Board. Written notice of all association meetings and Executive Board meetings must be made 10 days in advance and provided to all members of the Association. The program for the annual meeting shall be arranged by the Chair and the Executive Board. The Chair and the Executive Board shall report during the meeting concerning matters of interest to the Association. The election of officers shall take place at a business session during the annual meeting.

ARTICLE VI

METHOD OF CONDUCTING BUSINESS

- Section 1:** The Rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the bylaws and the statutes applicable to the Association.
- Section 2:** Where Robert's Rules of Order Newly Revised is not applicable or not consistent with the Act or the bylaws, the Chair's decision shall be final.
- Section 3:** In voting on questions before the Association, each state and territory shall be entitled to one vote, and a majority vote of states and territories voting on any question shall be necessary for passage.
- Section 4:** Full members may be represented at any meeting of the Association by a proxy. The name of the proxy must be submitted in writing to the Chair of the Association prior to the meeting. Proxies must be a either member of the state board or the executive director/staff contact. Individuals serving as proxies may participate in the meeting and vote on behalf of the full member on specific agenda items. Associate members, unless the chairs' designated alternate, can only vote at a meeting if they have been designated as the proxy of a full member.

ARTICLE VII

AMENDMENTS

These Articles of Organization and any amendments or supplements thereto or waivers thereof may be adopted, amended, alerted, supplemented or repealed by a majority vote of members present and voting at any meeting duly called, and with 30 days notice.

Revised effective August 18, 1998.