

AMERICAN MOTHERS, INC.®

UTAH ASSOCIATION

BYLAWS

PREAMBLE

As mothers who are dedicated to the preservation of stable family life in America, we do establish the American Mothers, Inc.,® Utah Association, and recognize that strengthening the moral and spiritual foundation of the family and home is necessary for the furtherance of this ideal.

ARTICLE I  
NAME

The name of this association shall be American Mothers, Inc.,® Utah Association, and shall hereinafter be referred to as the “Association.”

ARTICLE II  
PURPOSE

As an Association embracing women of all faiths, creeds, and races, it is our purpose to:

- Section 1. Develop and strengthen the moral and spiritual foundations of the traditional family and the home;
- Section 2. Give the observance of Mother’s Day a spiritual quality which highlights the standards of ideal motherhood;
- Section 3. Recognize and emphasize the importance of Mother in the home, community, nation, and world;
- Section 4. Provide a voice for the concerns of mothers to those whose decisions affect children and families;
- Section 5. Educate, counsel and encourage mothers;
- Section 6. Select a Utah Mother of the Year® spokeswoman and a Utah Young Mother annually;
- Section 7. Work in cooperation with and lend support to agencies and organizations which further our purpose.

ARTICLE III  
MEMBERSHIP AND DUES

- Section 1. Qualifications.
  - A. Membership shall be open to women who are in sympathy with the purposes of the Association.
  - B. Associate membership shall be issued to men who are interested in the activities of the Association. They shall not hold office or vote.
- Section 2. Dues.

Dues shall be paid by members annually. Dues of the Association shall be paid to the Treasurer of the Association and shall be deposited in the general fund. Those whose dues are not paid shall automatically be dropped from membership in the Association.
- Section 3. Fiscal Year. The fiscal year shall begin July 1 and close June 30.

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ARTICLE IV  
OFFICERS

- Section 1. Officers.
- A. The elected officers of the Association shall be President, First Vice-President, Second Vice-President, Third Vice-President, Secretary and Treasurer. Additional elected officers may include President-Elect.
  - B. Appointed Officers shall be District Chairmen, Historian, Parliamentarian, Standing and Special Committee Chairmen and Committee Members.
  - C. Elected and appointed Officers, including the Immediate Past President, serve with a vote. Committee Members and the Parliamentarian serve without vote.
- Section 2. Qualifications. A candidate for an elective office shall have been a member in good standing for at least two (2) years (dues paid) and a member of the Board for at least one (1) year.
- Section 3. Vacancy in Office. A vacancy in the office of President shall be filled by the First Vice-President. Any other vacancies shall be filled by appointment of the Executive Committee.
- Section 4. Term of Office.
- A. Officers shall be elected and/or appointed for a two-year term and shall serve until their successors are elected and/or appointed. The President-Elect and Immediate Past President shall serve for a term of one year.
  - B. No officer shall serve more than one term consecutively in the same office, except in the case of the Treasurer.
  - C. Officers are elected at an Annual Meeting of Members before April 1 and shall assume their duties immediately following that meeting.
- Section 5. Duties of Officers.
- A. The President shall:
    - 1. Be the executive officer and official representative of the Association and preside at all meetings of the Association.
    - 2. Appoint Standing and Special Committees, subject to the approval of the Executive Committee.
    - 3. Be an ex-officio member of all committees, except the Nominating Committee.
    - 4. Submit an Annual Report of the year's activities to the National President, together with a year-end financial statement by Feb. 20.
  - B. The President-Elect shall:
    - 1. Become completely familiar with the duties of the President.
    - 2. Assist the President in her duties.
  - C. The First Vice-President shall:
    - 1. Be an aide to the President and supervise and assist with the President the overall program of the Association.
    - 2. Succeed to the office of President for the unexpired term in the event of a vacancy in that office.
    - 3. Supervise Finance and Public Relations.
  - D. The Second Vice-President shall:
    - 1. Supervise and assist the District Chairmen, in counsel with the President.
    - 2. Supervise Membership, Chapters and Education.

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- E. The Third Vice-President shall:
  - 1. Supervise and assist applicable Committee Chairmen, in counsel with the President.
  - 2. Supervise activities which shall include but not be limited to Mother Searches and Cultural Arts.
  
- F. The Secretary shall:
  - 1. Record proceedings of all meetings of the Association.
  - 2. Provide the Board an electronic copy of all State Board meeting minutes.
  - 3. Prepare and provide the Nominating Committee with all current elected and appointed officers and the Chairmen of Committees.
  - 4. Counter-sign all contracts with the President.
  - 5. Maintain an up to date list of the Board of Directors. Send a current list of the Board of Directors to the National Office by Feb. 20.
  - 6. Maintain an up to date directory of all active Chapters, which shall include the Chapter President's name, address and email address.
  
- G. The Treasurer shall:
  - 1. Be custodian of all funds; deposit all monies in the name and to the credit of the Association in such depositories as designated by the Finance Committee.
  - 2. Serve on the Finance Committee. Prepare a proposed budget to be included in the Official Call to the Annual Meeting of Members for approval at that Meeting.
  - 3. Receive bills for payment and disburse funds on receipt of voucher approved by the President, and be authorized to pay, at her discretion, any bills under \$50.00.
  - 4. Present an up-to-date financial report at quarterly meetings of the Board of Directors and at other times when requested to do so, making a copy for each member of the Board. Prepare a year-end financial statement to be submitted to the National Office by Feb. 20. Secure an accountant to complete an end of year audit.
  - 5. Collect members' dues. Secure names, full addresses, and email addresses on the proper forms and send one copy to the National Treasurer with National dues. Send out membership renewal reminders.
  - 6. Assure that the Association has Group Exemption IRS number and EIN number. Maintain current registration with the Utah Chamber of Commerce (every 3 years).
  - 7. Submit any applicable tax forms required to maintain non-profit status.
  
- H. The District Chairmen shall initiate and conduct District Meetings and Correspondences, with the counsel of the State President and Second Vice-President.
  
- I. The Historian shall:
  - 1. Collect and preserve all data of an historical value with regard to the Association, to be presented at the National Convention.
  - 2. Collect and catalog all printed materials, such as publications, news items and record the history annually.
  
- J. The Web Master shall:
  - 1. Maintain the Association's website and update monthly or as deemed necessary.
  - 2. Send correspondence from the website to the applicable officer.

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- Section 6. Resignation or Removal from Office. Resignation from an office shall be made in writing addressed to the body having power to elect or appoint such officer. Any officer or committee member may be removed with just cause by the Board of Directors at a Board meeting with a two-thirds (2/3) vote of the Board members present.
- Section 7. Absence of Officer. In the case of absence, duties may be assigned to another qualified member. Any term served more than one-half (1/2) shall be deemed a full term.

#### ARTICLE V NOMINATIONS AND ELECTIONS

- Section 1. Nominations. A Nominating Committee of five (5) members shall be elected at the Annual Meeting of Members for a term of two (2) years at the same time as the election for President. Nominations for the Committee shall be made from the floor. The Committee shall elect its own Chair. No member may serve more than two (2) consecutive terms on the Committee. If, during the term, a Committee member must resign from this duty, the current President shall assign a new member.
- A. Duties. The Committee shall receive and consider qualifications of all nominees proposed by Membership or by members of Committee. All nominations shall include a written acceptance of each candidate's willingness to serve.
- B. Report. The Committee shall submit a slate of at least one name for each office to be filled. The report shall be sent out with the Official Call to the Annual Meeting of Members at least thirty (30) days prior to the election.
- Section 2. Election. Officers shall be elected by ballot at the Annual Meeting of Members, unless there is only one candidate for any office, when a voice vote may be taken with a majority electing.

#### ARTICLE VI MEETINGS

- Section 1. Meetings of the Board of Directors shall be held quarterly and at other times determined by the President and Executive Committee.
- Section 2. The Executive Committee shall meet on call of the President or at the request of five (5) members of the Executive Committee.
- Section 3. The Annual Meeting of Members shall be determined by the Board of Directors for the purpose of electing officers, electing a nominating committee, amending bylaws, adopting an annual budget, an audit report, and other business as may properly come before the meeting. The Call to the Annual Meeting of Members shall be sent out at least thirty (30) days in advance.

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ARTICLE VII  
BOARD OF DIRECTORS

- Section 1. Composition. Members of the Board shall be:
1. Elected officers
  2. Appointed officers
  3. Chairmen of Standing and Special Committees
  4. District Chairmen
  5. Current Utah Mother of the Year® spokeswoman
  6. Current Utah Young Mother
  7. Immediate State Past President
  8. All other Past State Presidents, ex-officio without vote
- Section 2. Terms of Office. No member shall serve on the Board of Directors more than eight (8) years consecutively unless the Board of Directors votes otherwise.
- Section 3. Quorum. A quorum shall consist of seven (7) members of the Board in order that legal business can be transacted.

ARTICLE VIII  
EXECUTIVE COMMITTEE

- Section 1. Duties. The Executive Committee shall:
- A. Be responsible for the transaction of necessary business between meetings of the Board of Directors.
  - B. Approve appointments by the President.
  - C. Determine and prepare the order of business and program for the Annual Meeting of Members and recommend to the Board of Directors for approval.
- Section 2. Quorum. Three (3) members shall constitute a quorum at all meetings.
- Section 3. Corresponding Business. The Executive Committee may conduct business by mail, email or telephone as necessary between official meetings.
- Section 4. The Executive Committee shall review and recommend annual programs of the Standing Committees to present to the Board.

ARTICLE IX  
COMMITTEES

- Section 1. There shall be the following Standing Committees:  
Bylaws, Finance, Mother Searches, Newsletter, Nominating, Public Relations, State Convention, Special Projects and any others as needed.
- Section 2. Subcommittees and Special Committees shall be appointed by the President with Executive Committee approval.

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ARTICLE X  
PARLIAMENTARY AUTHORITY

The Parliamentary Authority shall be the latest edition of Robert's Rules of Order Newly Revised.

ARTICLE XI  
AMENDMENTS

These Bylaws may be amended at any Annual Meeting of Members by a two-thirds (2/3) vote of those present and voting, provided the proposed amendment has been circulated to the members thirty (30) days prior to the Annual Meeting of Members.

ARTICLE XII  
OPERATION AND DISSOLUTION

Section 1. No part of the net earnings of this Association shall inure to the benefit of any private shareholder or individual. This Association shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization which is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 or by an organization contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954.

Section 2. In the event of the dissolution of the American Mothers, Inc., Utah Association, no part of the assets of this Association shall inure to the benefit of any private shareholder or individual. The assets shall go to the American Mothers, Inc. ®, with which this Association is affiliated, and which is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954. In the event that the national organization of American Mothers, Inc. ®, is no longer in existence at the time of dissolution of this State Association, then the assets shall be given to some other organization qualifying under Section 501(c)(3).

Submitted for approval by Bylaws Committee:

Marcia Ford  
Claudene Gordon  
Annelle Doxey  
Jenneice Beckstrand  
Nadine Garrett  
Wendy McKenna  
Linda Zenger

Adopted by State Board January 9, 2007. These Bylaws are subject to approval at the Annual Meeting of Members March 17, 2007.

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