

**BY-LAWS OF THE  
NEVADA BLACK LEGISLATIVE CAUCUS**

**ARTICLE I: NAME**

The name of the organization shall be the Nevada Black Legislative Caucus (NBLC).

**ARTICLE II: PURPOSE**

The Nevada Black Legislative Caucus (NBLC), is organized as a nonprofit, charitable, nonpartisan and educational organization with no pecuniary gain inuring to its members. It is organized for the purposes set forth in its Articles of the NBLC, as from time to time amended. Its specific purpose is:

- 1) To seek to increase the preparation, participation and representation of African Americans in state government;
- 2) To seek to develop and conduct educational, research and training programs designed to enhance the effectiveness of its members, as they consider legislation and issues of public policy which impact, either directly or indirectly upon the general welfare of African American constituents within their respective jurisdictions;
- 3) To seek to create Legislative policy for economic equity, educational parity, and justice system that fairly treats each citizen; and
- 4) To stimulate the professional and intellectual advancement of its members.

This will be achieved by engaging in activities that educate and provide scholarships; conduct research, development and training activities; and support, sponsor, underwrite, staff and administer nonpartisan, program activities consistent with the mission of the NBLC.

**ARTICLE III: MEMBERSHIP**

**Section 1:** Members of the NBLC shall include African Americans who are duly elected in the Assembly and Senate of the Nevada State Assembly in November of each general election year, and certified by the Secretary of State. Those members will be listed in the membership roster compiled by the Executive Committee and will be invited to join the NBLC. NBLC may also invite through an interview process non African American members who respect, represent, and advocate for the interests of African Americans.

**Section 2:** Only members in good standing of the NBLC shall be eligible to participate in its business meetings, or to serve in any of its elective or appointive positions.

**Section 3:** Each member of the NBLC shall pay annual dues as defined in Article IV.

**Section 4:** Voting Members are those members in good standing with the NBLC. Non Voting Members are members not in good standing and/or associate members that may be invited to join the organization by the general body.

#### **ARTICLE IV: DUES**

The fiscal year shall commence on January 1 and end December 31. The amount assessed for membership dues will be determined by Members. All dues will be paid to the Treasurer of the NBLC. Dues will be determined bi-annually to coincide with election years.

All dues will be paid annually, on or before February 1 of each year, in order to remain a member in good standing.

#### **ARTICLE V: MEETINGS OF MEMBERS**

**Section 1:** Meeting of Members. All meetings of members of the NBLC shall be held at a place to be determined by the Chair. Regular meetings of members shall be held at least quarterly and at least monthly during the Legislative Session (“Session”). Members will be notified at least two (2) days in advance of the scheduled meeting date and time.

**Section 2:** Annual Meetings. The annual meeting of the members shall be held during February of the Session at such hour and place as the Chair may designate. The Chair, in its discretion, may designate another month for the meeting. Members will be notified at least 30 days in advance of the Annual meeting date and time.

**Section 3:** Call Meetings. Emergency meetings of members may be called by the Executive Committee or the Chairman as necessary without regard to notice requirements. Meetings of Members may be called by the Chair or 2/3 of the majority of the Executive Committee. Business transacted at all special meetings shall be confined to the specific subjects stated in the respective notice thereof.

**Section 4:** Quorum. At any meeting of the membership, 40% of the members in good standing shall constitute a quorum for the transaction of business. When a quorum is present at any meeting, the affirmative vote of a majority of the members voting on the question shall, except when a larger vote is required by law or these By-Laws, decide any question brought before such meetings.

**Section 5:** Notice. Notice of each meeting shall be given to each voting member by phone, electronic mail and/or postal mail.

#### **ARTICLE VI: NOMINATION AND ELECTION OF OFFICERS**

**Section 1:** Nominating Committee. The Nominating Committee shall submit the names of candidates for the office of Chair, Vice- Chair, Secretary, and Treasurer to the elected members, together with their written acceptances. The nominations shall be submitted to the current Secretary at least 10 business days prior to the election date. The Chairperson of the Nominating Committee shall be responsible for conducting the election of officers.

**Section :** Notification. The Chair of the Nominating Committee shall notify membership of the candidates proposed by the nominating committee at least 5 business days prior to the election date.

**Section 3:** Nomination by Petition. Additional nominations may be taken from the floor during the elections.

**Section 4:** Ballots. The Secretary shall prepare an official ballot, including nominations from the floor.

**Section 5:** Election. The Officers of the NBLC shall be elected by secret ballot. The Secretary shall provide ballots to all members in good standing. Newly elected members shall be eligible to vote and thus considered members in good standing. The candidates for each office receiving the majority of the votes of the members in attendance shall be declared elected, and shall be reported by the Secretary. If no candidate receives the majority of votes in the first ballot, subsequent votes shall be taken until a majority vote is achieved.

**Section 6:** Election Date. The election of BLC officers shall be called by the NBLC Chair within 10 business days of the General Election.

**Section 7:** Destruction of Ballots. If there are no challenges to the results of the election, the ballots may be destroyed by the Secretary after the elections.

## **ARTICLE VII: OFFICERS**

**Section 1:** Officers and Duties. There shall be four officers of the Board consisting of a Chair, a Vice-Chair, a Secretary, and a Treasurer. Their Duties are as follows:

**The Chair** – The Chair shall convene regularly scheduled meetings, shall preside or arrange for other elected officers to preside at each meeting in the following order: Vice-Chair, Treasurer and Secretary.

**The Vice Chair** – will lead committees on special subjects as designated by the Chair and provide leadership in the absence of the Chair.

**The Secretary** – Will be elected and shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assuring that corporate records are maintained.

**The Treasurer** – Will be elected and shall make a report at least once per month and as requested by the Executive Committee. The Treasurer shall chair the finance committee, assist in the preparation of the budget, serve as a member of the NBLC Foundation and make fiscal information available to Board members and the public.

**The Historian, Parliamentarian, Assembly Whip, Senate Whip and Chaplain** – May be appointed by the Chair along with other officers as deemed necessary from time to time.

## **ARTICLE VIII: EXECUTIVE COMMITTEE**

**Section 1:** Executive Committee Role. The Executive Committee is the Chair's advisory group and is responsible for assisting the Chair in developing policy and position statements on relevant issues that might come before the body or the Nevada State Legislature.

**Section 2:** Size. The Executive Committee shall consist of the Chairman, the Vice-Chairman, the Treasure, and the Secretary, and up to two (2) members at large as appointed by the Chairman.

**Section 3:** Term. Each Executive Committee Member shall hold office for a period of two (2) years or until his successor shall have been elected and qualified.

**Section 4:** Vacancies. (a) Vacancies on the Executive Committee or of any elected officer may be filled in the same manner as provided herein for the selection of the vacating officer. Each officer so elected shall serve for the unexpired term of his predecessor.

A vacancy shall be deemed to exist in the case of death, resignation or removal of any member.

**Section 6:** Resignations and Removals. Any elected officer or executive committee member may resign at any time by filing a written notice of resignation with the Secretary. Any executive committee member may be removed, with cause by a vote of two-thirds of the members present at any meeting called for such purpose, or by vote of two-thirds of the directors present and voting at a meeting called for such purpose. Any appointed member of a committee or appointed chair of a committee may be removed by the Chair at the discretion of the Chair.

**Section 7:** Regular Meetings. Regular meetings of the Executive Committee shall be held quarterly at such places and at such times as the Board may from time to time designate and no notice shall be required for any regular meeting held at a time and place fixed in advance by the Executive Committee, if notice of the times and places so fixed for regular meeting shall have been given, within the same calendar year, in writing to each director by leaving such notice with him at his resident or usual place of business, or by mailing it, postage prepaid, addressed to such director at his address as it appears upon the official records of the NBLC. A regular meeting of the Executive Committee may be held without call or formal notice immediately after and at the same place as the annual meeting of the members.

**Section 8:** Special Meetings. Special meetings of the Executive Committee may be held at any time and at any place called by the Chairman or by a quorum of the Executive Committee, reasonable notice thereof being given to absence, incapacity or refusal of the Secretary, by the officer or directors calling the meeting, or at any time without cause or formal notice, provided all the directors are present or waive notice thereof in writing which is filed with the records of the meeting. In any case, it shall be deemed sufficient notice to a director to send notice by mail at least forty-eight hours, or by telegram at least twenty-four hours, before the meeting, addressed to him at his usual or last known business or residence address.

**Section 9:** Quorum. At any meeting of the Executive Committee, three (3) of the Committee members then in office shall constitute a quorum for the transaction of business. If at any

meeting of the Executive Committee there shall be less than a quorum present, a majority of those present may adjourn the meeting, without further notice, from time to time until a quorum shall have been obtained. When a quorum is present at any meeting, the affirmative vote of a majority of the Executive Committee shall, except where a larger vote is required by law, or by these By-Laws, decide any question brought before such meetings.

**Section 10: Action Without A Meeting.** Any action which may be taken by the Executive Committee may be taken without a meeting if consented to in writing by all of the members of the Executive Committee.

#### **ARTICLE IX: COMMITTEES**

The NBLC Chairman shall have the authority to create and appoint members to standing committees as the Chairman deems necessary.

#### **ARTICLE X: AMENDMENTS**

The by-laws of the NBLC may be amended with a two-thirds (2/3) vote of the members in good standing.