

**SACRAMENTO VALLEY CHAPTER  
of the  
CALIFORNIA ASSOCIATION OF MARRIAGE AND FAMILY THERAPISTS**

**CHARTERED OCTOBER 30, 1970**

**CHAPTER BYLAWS**

**ARTICLE I---NAME**

The name of this chapter of the California Association of Marriage and Family Therapists (CAMFT) shall be Sacramento Valley Chapter (SVC-CAMFT).

**ARTICLE II---AREA SERVED**

The geographic area served by this chapter is as follows: The physical boundaries shall approximate and include parts of Placer County to the North, all of Sacramento County, Amador and El Dorado County to the East and to the San Joaquin County line to the south.

**ARTICLE III---OFFICE**

The Board of Directors of this chapter may select a principal office for the transaction of chapter business within the geographic area served by the chapter, or may from time to time designate different places within the geographic area served by the chapter where chapter business may be conducted.

**ARTICLE IV---OBJECTIVES AND PURPOSES**

The objectives and purposes of this chapter shall be to advance marriage and family therapy as an art, a science and a mental health profession, and to assist CAMFT in furthering its objectives on a local level. The chapter may pursue such other objectives and purposes that are in the best interests of CAMFT, its members and the members of this chapter that are not in conflict with CAMFT's Articles of Incorporation, Bylaws, or Ethical Standards for Marriage and Family Therapists. SVC-CAMFT is a nonprofit organization (501c6) with Tax I.D No. 68-005-5631.

**ARTICLE V---MEMBERSHIP**

**A. QUALIFICATIONS AND CATEGORIES OF MEMBERSHIP**

Only CAMFT members in good standing shall be eligible for membership in this chapter. Loss of membership in CAMFT shall result in loss of membership in this chapter. Categories of membership shall include Clinical, Intern, Student and Affiliate.

1. **CLINICAL**  
Only individuals who are licensed in the State of California as Licensed Marriage and Family Therapists and who are CAMFT members in good standing shall be eligible for membership in this chapter as Clinical members. Clinical members have full voting privileges.

2. **INTERN**  
Only individuals who are registered with the Board of Behavioral Sciences (BBS), Registered Marriage and Family Therapist Interns, and who are CAMFT members in good standing shall be eligible for membership in this chapter as Intern members. Intern members have full voting privileges.

3. **STUDENT**  
Individuals who are enrolled in a training program for counseling that satisfies the educational requirements for a master's degree that is recognized by the BBS and who are CAMFT members in good standing shall be eligible for membership in this chapter as Student members.

Individuals who have completed their graduate level degrees, have satisfied the educational requirements, have applied to the BBS for Intern status and their applications are continuous and are CAMFT members in good standing shall be eligible for membership in this chapter as Student members.

Student members have full voting privileges in this chapter.

4. **AFFILIATE**  
An Affiliate member shall be in a profession related to or in conjunction with Marriage and Family Therapists.

An Affiliate member shall not be eligible to vote or hold office but shall be entitled to all other rights and privileges of association membership.

#### B. **NON-TRANSFERABILITY OF MEMBERSHIP**

No chapter member may transfer his/her membership or any right arising there from. All rights as a member of this chapter shall cease upon the member's death.

#### C. **MEMBERSHIP PROCEDURES**

1. **Admission to Membership:** Except as otherwise provided in these bylaws, membership in any category shall be upon a majority vote of the Executive Board of Directors. All chapter members shall pay dues to SVC-CAMFT yearly. Dues are paid on or after January first every year and will be accompanied by a complete membership application. Dues may be pro-rated after July first. All chapter members shall also pay dues

in accordance with the dues schedule of CAMFT and shall abide by the bylaws of the chapter and the bylaws of ethical standards of CAMFT.

2. Termination of Membership: Membership in the chapter shall be terminated upon the occurrence of any of the following: resignation, non-payment of dues, expulsion, suspension, or loss of eligibility.

a. Resignation: A member may resign from membership at any time by submitting his or her resignation in writing to the chapter. The effective date of the resignation shall be when the chapter receives the letter of resignation or at such later times as is indicated in the letter.

b. Nonpayment of Dues: Anyone whose dues are in default to the chapter shall be dropped from membership following a three month grace period.

c. Expulsion or Suspension: Anyone who has been determined to have violated the ethical standards of CAMFT and who has been expelled or suspended from membership in CAMFT, shall also be expelled or suspended from membership in this chapter. Any member to be expelled or suspended shall be entitled to at least fifteen (15) days prior notice of the expulsion or suspension and the reasons thereof. Notice may be given by any method reasonably calculated to provide actual notice. Any notice provided by mail shall be given by first-class or registered mail sent to the last address of the member as shown on the chapter's records.

d. Loss of Eligibility: Any member, regardless of category or classification, who is no longer eligible for such membership due to loss in the qualifications entitling such person to hold such membership, including an intern member who has been licensed for ninety (90) days and has not transferred his/her membership to clinical membership, may be dropped from membership.

3. Reinstatement of Membership:

a. After Resignation or Termination for Non Payment of Dues: Anyone who has resigned his/her membership from the chapter or has terminated his/her membership because of non-payment of dues may be reinstated to that member's category of membership provided that such person meets the criteria for that category of membership, is currently a member of CAMFT, has submitted a new application for membership to the chapter accompanied by payment of appropriate dues application, or other fees, and provided that such person receives a majority vote of the Executive Board of Directors.

- b. After Expulsion or Suspension: Anyone who has been expelled or suspended from membership in the chapter for violation of the ethical standards of CAMFT may be reinstated when membership within CAMFT is reinstated.

D. CERTIFICATES OF MEMBERSHIP

This chapter may provide certificates of membership, signed by the President, to each applicant accepted into membership of the chapter upon receipt of the required dues or assessments to become a chapter member.

**ARTICLE VI---MEETING OF MEMBERS**

A. ANNUAL MEMBERSHIP MEETING

An annual meeting of members shall be held in January unless the chapter Board of Directors fixes another date and notifies members as provided in Section F of this Article.

B. FREQUENCY OF GENERAL MEETINGS

Special general meetings may be called by the President in consultation with the chapter Board of Directors or shall be called by the request of five percent or more of the voting chapter members.

C. PLACE OF MEETINGS

Meetings shall be held at a location within the area served by the chapter.

D. QUORUM

A quorum for any general meeting of the chapter during which business is conducted, shall be ten (10) percent of the voting membership. If a quorum is present, the affirmative vote of the majority of voting power represented at the meeting entitled to vote and voting on any matter shall be the act of the members.

E. RECESSED OR ADJOURNED MEETING

When a meeting of members is recessed or adjourned to another time or place, the association may transact any business that might have been transacted at the original meeting.

F. NOTICE OF MEETINGS

Notice of regularly scheduled general meetings shall be made in writing to members not less than ten (10) days prior to the meeting. Written notice of any annual or special meeting of members, which occurs at a time other than regularly scheduled general meeting, shall be given to each member, not less than ten (10) nor more than ninety (90) days before the date of the meeting. When an annual or special meeting is recessed or adjourned for more than fourteen (14) days, a notice of the recessed or adjourned meeting shall be given as if it were the original meeting.

The notice of meeting shall specify the place, date, and hour of the meeting and (1) in the case of a special meeting, the general nature of the business to be transacted, and no other

business may be transacted, or (2) in the case of the annual meeting or general meeting, those matters which the Board of Directors, at the time the notice is given, intends to present for action by the members.

Notice of any meeting of members shall be given either personally, electronically, or by mail or other means of written communication addressed to a member at the address of such member appearing on the books of the chapter or given by the member to the chapter for the purpose of notice. If no address appears on the chapter's books and no other has been given, notice shall be given at the place where the President's office of the chapter is located.

## **ARTICLE VII---BOARD OF DIRECTORS AND OFFICERS**

### **A. POWERS**

The activities and affairs of this chapter shall be conducted under the direction of a Board of Directors, all of whom shall be members of the chapter. The Board of Directors, which will include the Executive Board and the Chairpersons of the standing committees, has the power to select and remove all agents, employees and/or contractors of the chapter, fix compensation and secure faithful performance of duties prescribed.

### **B. COMPOSITION OF THE EXECUTIVE BOARD**

The Executive Board of Directors shall consist of the elected officers including President, President-Elect, Secretary, Treasurer and Past-President. The Executive Board shall not contain, at any time, fewer than two (2) persons who are licensed as Marriage and Family Therapists and hold the position of President and President-Elect. The Secretary and Treasurer positions may be filled by a licensed clinician and/or a registered intern.

### **C. DUTIES OF OFFICERS**

1. **President:** The President shall, subject to the control of the Board of Directors, generally supervise, direct and control the business of the chapter. He/she shall preside over all meetings of the Board of Directors. He/she shall recommend to the Executive Board of Directors for appointment standing committee Chairpersons. He/she shall appoint standing committee members except as otherwise provided in these bylaws. The President shall be an ex-officio member of all committees, but shall have no right to vote when serving in an ex-officio capacity. He/she may have such other duties and powers as may be prescribed by the Board of Directors or these bylaws.
2. **President-Elect:** The President-Elect shall succeed to the Presidency. He/she shall in the absence of the President or in the President's inability to serve, perform duties of the President. He/she will preside over the nominating committee. He/she shall also perform those duties assigned him/her by the President and/or the Board of Directors.

3. Secretary: The Secretary shall keep a book of minutes of the time and place of proceedings of its members, Board, and committees of the Board, with the time and place of holding. If a special meeting is called, the Secretary shall record who authorized the meeting, the notice given, the names of those present at such meetings, the numbers of members present or represented at such meetings, and the proceedings of such meetings. The Secretary shall inform CAMFT, within thirty (30) days of election or appointment, of the names and addresses of all officers.

The Secretary shall give or cause to be given, notice of all meetings of the members and of the Board of Directors required by the bylaws to be given. The Secretary shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the bylaws.

In the event of the Secretary's absence, his/her duties may be performed by any member appointed by the President.

4. Treasurer: The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate records of accounts of the properties and business transaction of the chapter, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements. The books of account shall be open to inspection by any Board member at all reasonable times. The Treasurer will provide quarterly reports to the Board of Directors.

The Treasurer shall deposit, or shall cause to be deposited, all money and other valuables in the name and to the credit of the chapter with such depositories as may be designated by the Board of Directors; shall disburse, or cause to be disbursed, the funds of the chapter as may be ordered by the Board of Directors; shall render at such regular meeting of the Board of Directors, or at such other times as directed by the Board of Directors, an account of his/her transactions as chief financial officer and of the financial condition of the chapter; shall prepare or cause to be prepared a proposed annual budget to be presented to the Board of Directors prior to the annual membership meeting; and shall have such other powers and shall perform such other duties as may be prescribed by the Board of Directors or the bylaws.

If required by the Board of Directors, the Treasurer shall give the chapter a bond in the amount and with surety or sureties specified by the Board of Directors for faithful performance of the duties of his/her office and for restoration to the chapter of all of its books, papers, vouchers, money, and other property of every kind in his/her possession, or under his/her control, upon death, resignation, retirement, or removal from office.

5. Past-President: The immediate Past-President shall be a member of the Executive Board and shall attend both the Executive Board and Board of Directors meetings. In the absence of an appointed parliamentarian, the Past-President will perform the duties of the parliamentarian.

#### D. COMPOSITION OF THE BOARD OF DIRECTORS

The Board of Directors will include the Executive Board and the Chairpersons of standing committees appointed by the President, subject to approval by the Executive Board.

#### E. VACANCIES

In the event that a vacancy occurs on the Executive Board, other than the President, the Board of Directors shall elect, by a majority of the Directors then in office, at the next regular Board of Directors meeting, any eligible member of the chapter to fill the unexpired term.

#### F. REMOVAL OF OFFICERS AND BOARD MEMBERS

The Executive Board, by a vote of not less than four (4) members, shall have the authority to recommend, for approval by membership, removal from office for cause any one of its members after having given that member an opportunity to appear before the Board of Directors to answer the charges.

#### G. ORDER OF SUCCESSION

In the absence of the President from a meeting over which he/she should preside or in the permanent absence of the President, the order of succession shall be: President-Elect, Secretary, Treasurer.

#### H. MEETINGS

1. Number of Meetings: The Executive Board shall meet at least six (6) times during each fiscal year. The Board of Directors shall meet at least six (6) times during each fiscal year. Dates for these board meetings shall be established by the Board of Directors. Meetings of the Board of Directors shall be held at any location within the area served by the chapter.
2. Notice of Meetings: Board meetings shall be held upon not less than ten (10) days written or electronic notice. Notification of the date, time and location will be made by the Secretary on the chapter listserv and posted on the chapter calendar.
3. Special Meetings: Special meetings of the Board of Directors shall be called by the President upon the request of any three (3) members of the Board of Directors, which may include the President. Such specially called meetings shall be held within thirty (30) days of the request. Special meetings of the Board shall be held upon at least four (4) days notice by first-class mail or forty-eight (48) hours notice delivered personally or by

telephone or email at each the Board of Director's addresses as shown on the records of the chapter.

#### I. QUORUM

A majority of the number of Board of Directors authorized in these bylaws shall constitute a quorum of the Board for the transaction of business. Every act or decision made by a majority of the voting Board members present at a meeting duly held at which a quorum is present is the act of the Board, except when a greater or lesser number is required by applicable law or by these bylaws. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors.

#### J. COMPENSATION

No compensation shall be paid to any member of the Board for performing the duties for which he or she was elected or appointed. Nothing in this section shall prevent Board members from receiving reimbursement for expenses as may be determined by resolution of the Board of Directors to be just and reasonable.

#### K. ELECTIONS

1. Nominations: The Board of Directors shall appoint, upon recommendation of the President, a nominating committee consisting of a Chair, who shall be the President-Elect, and at least two (2) clinical members of the chapter, none of whom shall be eligible for nomination by the nominating committee. The nominating committee's function is to nominate qualified members and certify the eligibility of the candidates for election to the Executive Board of Directors and for appointment to positions as committee Chairpersons. Committee Chairpersons will not be voted upon by the general membership. They will assume their position upon appointment by the President, in consultation with the Board of Directors. The committee in selecting its nominees shall seek diversity of representation and shall take into account the geographical, ethnic and gender composition of the membership. The number of students appointed to the Board of Directors shall not exceed twenty (20) percent.

The nominating committee shall meet between June 15 and September 15 of the year to propose a slate of candidates for the upcoming year. A slate of candidates is to be given to the President by September 15. Names of nominees shall be announced in writing to voting members at least forty-five (45) days prior to the annual meeting of the membership.

The committee shall inform all nominees of the duties of the office for which they have been nominated and secure their consent to serve.

2. Eligibility: No person shall be eligible for election to the Executive Board of Directors until he or she has been a voting member of the chapter for at least one (1) year upon taking office.

Limitations: No person shall be placed on the ballot or appointed to the Board of Directors if such person, in serving out his or her present elected or appointed term, will have served on the Board of Directors for four (4) consecutive years or more, whether by appointment or elections, except as approved by the Executive Board of Directors. This provision shall be inapplicable to a person who is placed on the ballot for the office of President and/or President-Elect.

3. Election Procedures: Results of the election and appointments to the Board of Directors will be made public in the January Newsletter and at the annual meeting. The new Board of Directors will assume office on January 1 of each year.

The nominating committee shall prepare a ballot consisting of the slate of nominees. The ballot will be mailed to all voting members of the chapter by November of the fiscal year preceding the date for newly elected Executive Board members to assume office.

The candidate receiving the largest number of votes in each position shall be elected. In the event of a tie, a run-off election shall be conducted by the President prior to the annual membership meeting.

4. Rotation and Term of Office: A President-Elect shall be elected each year, who will serve for three (3) years; the first year as President-Elect, the second year as President; and the third year as Past-President of the chapter.

There shall be no election for President except at such time as the President-Elect declines or is otherwise unable to serve as President.

## **ARTICLE VIII---STANDING COMMITTEES**

### **A. FORMATION OF COMMITTEES**

Such committees, subcommittees, commissions, or task forces may be created and appointed by the Board of Directors as in its judgment may be necessary. The duties and terms of any such special committees shall be prescribed by the Board of Directors upon formation. These may include but not be limited to:

1. **BYLAWS COMMITTEE**  
The bylaws committee shall consider the advisability of bylaw amendments, hear or review all proposed amendments and make recommendations to the Executive Board regarding amendments to the bylaws.
2. **NOMINATING COMMITTEE**

The nominating committee shall select qualified nominees for election to the Executive Board and appointment as committee Chairpersons. They shall prepare a slate and ballot of members to be elected at the meeting prior to the annual meeting and shall assist in the election procedures. The committee shall perform such other duties and tasks described in the Article VII, K.

3. FINANCE COMMITTEE

The finance committee shall evaluate the financial status of the chapter and, in conjunction with the Treasurer, recommend to the Executive Board changes in dues and assessments and make such other recommendations as may be necessary to provide income for the chapter to carry out its activities.

4. MEMBERSHIP COMMITTEE

The membership committee shall promote membership in the chapter and CAMFT and may from time to time publish a directory of chapter members. The membership committee will assist in verifying eligibility of prospective members for membership in the chapter.

5. ETHICS COMMITTEE

The ethics committee shall inform chapter members of the CAMFT Ethical Standards for Marriage and Family Therapists. The ethics committee shall serve in an educational capacity for the members and the public regarding ethical standards and practice and shall promote compliance with such standards.

B. APPOINTMENT OF STANDING COMMITTEE CHAIRPERSONS AND COMMITTEE MEMBERS

Standing committee Chairpersons shall be appointed by the President in consultation with the Executive Board. Standing committee members shall be appointed by the President in consultation with the Chairperson.

C. COMPOSITION OF COMMITTEES

Committees shall consist of at least two (2) members, one of whom shall be a Clinical member of the chapter.

D. MEETINGS AND ACTIONS OF SPECIAL COMMITTEES

1. Meetings: Special committees shall meet at such times as determined either by resolution of the Executive Board, by resolution of the committee, or by a committee Chairperson with the prior approval of the President. Meetings of committee shall be held at any place designated by the Board, the committee, or the committee Chairperson.
2. Notice: Meetings of committees shall be held upon not less than ten (10) days notice.

3. Quorum: A majority of the committee members of each committee shall constitute a quorum of the committee for the transaction of business.
4. Minutes: Minutes shall be kept of each meeting of any committee. The Executive Board may adopt rules governing committees that are not inconsistent with these bylaws.

## **ARTICLE IX---FINANCES**

### **A. FISCAL YEAR**

The fiscal year of the chapter shall begin January 1 of each year and end December 31 of the each year.

### **B. SETTING OF DUES**

The annual dues of the chapter shall be determined by the Executive Board by September 15 and approved by the Board of Directors by November 1<sup>st</sup>. A dues increase shall be passed only following a majority vote of the Board of Directors and a majority vote of the members present at the general membership meeting in January. Notification of any change in the annual dues shall be made to all members affected as soon after the vote as is practicable and reasonable, but at least thirty (30) days prior to the effective date of any such increase.

### **C. PAYMENT OF DUES, FEES AND ASSESSMENTS**

Each member in good standing, except as otherwise exempt by the bylaws, must pay, within the time and on the conditions set forth in these bylaws or where appropriate, as established by the Board of Directors, such fees, dues and assessments as are fixed from time to time by the Board of Directors.

### **D. BUDGET**

The proposed budget for each year shall be presented to the Executive Board by the Treasurer prior to the annual membership meeting. The proposed budget shall be approved by a majority vote of the Executive Board of Directors, prior to the general meeting. The final budget is presented at the general meeting and approved by a majority vote of the members present at the general membership meeting in January. The Board of Directors is empowered to make any changes in the budget necessitated by circumstances and consistent with the priorities of the chapter. The budget will be distributed at the annual meeting in January.

### **E. DEPOSITORY**

The Executive Board, with the approval of the Board of Directors shall select and designate such bank or trust company as they deem advisable as official depository of the funds of the chapter and prescribe the manner in which such finds shall be withdrawn.

## **ARTICLE X---RECORDS AND REPORTS, INSPECTION**

A. MAINTENANCE AND INSPECTION OF BYLAWS

The chapter shall keep at its selected office in California the bylaws of the chapter as amended to date, which shall be open to inspection by the members at all reasonable times. The chapter shall provide CAMFT with a copy of the chapter bylaws and any amendment(s) thereafter made.

B. MAINTENANCE AND INSPECTION OF OTHER RECORDS

The accounting of books, records and minutes of proceedings of the members of the Board of Directors and any committee(s) of the Board of Directors shall be maintained in the selected office for the chapter or with the Treasurer and/or Secretary of the chapter. The minutes and the accounting books and records shall be kept in written or typed form. The minutes, accounting books and records shall be open to inspection on the written demand of any member, at any reasonable time for a purpose reasonably related to the member's interests as a member. The inspection may be made in person or by an agent or attorney and shall include the right to copy and make extracts.

C. INSPECTION BY DIRECTORS

Every Director shall have the right at any reasonable time to inspect all books, records and documents of every kind and the physical properties of the chapter. This inspection by a Director may be made in person or by an agent or attorney, and the right of inspection includes the right to copy and make extracts of documents.

D. ANNUAL REPORT TO MEMBERS

The chapter shall provide to the Board of Directors, and shall notify each member yearly, of the member's right to receive an annual report. An annual report shall be prepared and distributed at the annual meeting in January. Such report shall contain in appropriate detail the following:

1. A balance sheet as of the end of the fiscal year, an income and expense statement and statement of change in financial position for such fiscal year.
2. A statement of the place where the names and addresses of the current members are located.
3. Any information required by Section 8322, or its successor section(s), of the California Non-Profit Corporation Law, dealing with insider transactions.

Such report shall be accompanied by any report thereon of independent accounts, or, if there is no such report, the certificate of an authorized officer of the chapter that such statements were prepared without audit from the books and records of the chapter.

Upon written request of a member, the Board shall promptly cause the most recent annual report to be sent to the requesting member.

#### **ARTICLE XI---LIABILITY OF MEMBERS**

No member, regardless of the class or category of membership held and whether or not a voting member, shall be personally or otherwise liable for any of the debts, liabilities and/or obligations of the chapter. Nothing in this article shall be construed to relieve any person of any liability imposed by the California Non-Profit Corporation Laws regarding unauthorized distributions.

#### **ARTICLE XII---PROPERTY**

The title to all property, funds and assets of the chapter shall be held by the chapter, through its Board of Directors, and they shall have complete control over the acquisition, administration, and disposition of any property, funds or assets. The chapter may accept gifts, legacies, devices, donations, and/or contributions in any amount and in any form upon such terms as may be decided by the Board of Directors.

#### **ARTICLE XIII---USE OF NAME**

No member shall speak in the name of the chapter without authorization from the President or Board of Directors.

#### **ARTICLE XIV---STAFF**

The chapter Board of Directors may employ staff whose terms and conditions of employment shall be specified by the Board. Such staff may manage and direct the activities of the chapter as prescribed by the Board of Directors and shall be responsible to the Board.

#### **ARTICLE XV---AMENDMENTS TO THE BYLAWS**

A. Initiation of Amendments: Amendments to the bylaws may be initiated in either of two ways.

1. The Board of Directors, either alone or upon recommendation of the bylaws committee, may initiate a bylaw amendment, or
2. Ten (10) members of the chapter may, by a written petition addressed to the Secretary of the chapter, initiate an amendment.

B. Adoption of Amendments: Proposed amendments which have received a two-thirds (2/3) vote of the Executive Board of Directors present shall be recommended to the membership for ratification by mail ballot. A written copy of the proposed amendment or

amendments shall be sent to all voting members of the chapter at least three (3) weeks prior to the time of voting. There shall be specified on the ballot a deadline for return of the mailed ballot. A majority of ballots returned shall be required for ratification of the proposed amendments.

#### **ARTICLE XVI---DIVISION OF THE CHAPTERS**

Division of the chapter into two chapters may be initiated by a recommendation passed by a two-thirds (2/3) majority of the Executive Board of Directors. Upon passage by the Board, the recommendation for division shall be recommended to the membership for ratification by mail ballot. A written copy of the proposal shall be sent to all voting members of the chapter at least three (3) weeks prior to the time of voting. There shall be specified on the ballot a deadline for return of the mailed ballot. A two-thirds (2/3) majority of ballots returned shall be required for ratification of the proposed division. The proposed division shall be submitted to the CAMFT Board of Directors for their approval and for chartering of the two chapters created by the division.

#### **ARTICLE XVII---MERGER OF THE CHAPTER**

Merger of the chapter with another chapter may be initiated by a recommendation passed by a two thirds (2/3) majority of the Executive Board of Directors of each chapter. Upon passage by the Board of each chapter, the merger shall be recommended to the membership of each chapter for ratification by mail ballot. A written copy of the recommendation shall be sent to all voting members of the chapter at least three (3) weeks prior to the time of voting. There shall be specified on the ballot a deadline for return of the mailed ballot. A two-thirds (2/3) majority of ballots returned shall be required for ratification of the proposed merger. The proposed merger shall be submitted to the CAMFT board of directors for their approval and chartering.

#### **ARTICLE XVIII---DISSOLUTION**

Dissolution of the chapter, whether voluntary or involuntary shall be conducted in accordance with applicable law.

In the event of the dissolution of the chapter, all assets and funds of the chapter shall, after debts and/or obligation are paid, be distributed to a charitable organization or foundation as determined by the Board of Directors.

#### **ARTICLE XIX---RULES OF ORDER: PARLIAMENTARIAN**

Robert's Rule of Order, Revised, shall govern all meetings of the chapter in which they are applicable and in which they are not inconsistent with these bylaws unless modified by the majority of the voting members present.

A parliamentarian shall be appointed by the President from among the members of the Board of Directors. The parliamentarian shall have the responsibility to ensure

compliance with the bylaws and Roberts's Rules of Order, Revised, unless modified, at all meetings of the Board of Directors and all official meetings of the chapter.