

**BYLAWS of the NEW ORLEANS METROPOLITAN CHAPTER, Inc.**

**of the**

**WOMEN'S COUNCIL OF REALTORS®**

ADOPTED June 29, 1995 effective January 1, 1996; Updated May, 2001; October, 2002; December 2006;

**ARTICLE 1 - CREATING THE CHAPTER**

Section 1: (A) A Local Chapter of the WOMEN'S COUNCIL OF REALTORS® is hereby created and established under the authority granted in ARTICLE XIII of the Bylaws of the WOMEN'S COUNCIL OF REALTORS®, an affiliate of the NATIONAL ASSOCIATION OF REALTORS®.

(B) This Chapter shall be known as the New Orleans Metropolitan Chapter, Inc. of the WOMEN'S COUNCIL OF REALTORS® and shall encourage its members to dedicate themselves to the highest service for the public and the real estate industry.

Section 2: (A) This Chapter shall be subject to the national and state bylaws of the WOMEN'S COUNCIL OF REALTORS® and shall have its local bylaws approved by the WCR national Bylaws Committee. Upon approval of these bylaws by National WCR, the Chapter is authorized to use the WCR name and symbols in connection with the name of the Chapter.

(B) The chapter agrees to create programs that support the national WCR objectives, disburse dues, and raise additional funding through supportive programs. The New Orleans Metropolitan Chapter represents WCR in the community and shall actively follow the WCR objectives and work with the Local Board of REALTORS® and the State Association of REALTORS®.

Section 3: (A) The mission of the WOMEN'S COUNCIL OF REALTORS®: We are a community of real estate professionals creating business opportunities, developing skills for the future and achieving our individual potential for success.

Section 4: Chapters may be disbanded after due notice for:

- (A) Not maintaining at least ten (10) members;
- (B) Not filing a list of officials for previous year;
- (C) Not filing an Annual Report with the WCR National Office;

(D) For any other reason deemed by the national Governing Board to be in the best interest of WCR.

**ARTICLE II - MEMBERSHIP**

Section 1: Any Realtor, Realtor-Associate or Institute Affiliate (see note 1) Member in good standing of a Board(s)/ Association(s) of REALTORS® of the NATIONAL ASSOCIATION OF REALTORS® shall be eligible for Active membership in this Chapter, the State Chapter (if any) and the national WCR. The New Orleans Metropolitan Chapter, Inc. boundaries shall be the same as the boundaries of the New Orleans Metropolitan Association of REALTORS®.

Section 2: An active member of this Chapter may be eligible for limited membership in more than one (1) local chapter and in more than one (1) State Chapter. Nonresident members shall be individuals engaged in the real estate profession within the territory of one chapter who wish to obtain the services afforded by another chapter. The above defined members may join this second chapter by paying dues to it and state dues if the second chapter is located in another state. They shall not be eligible to vote or hold elective office in the second chapter.

Section 3: National Affiliate members include individuals engaged in a specialty of the real estate business and who are not associated with a firm engaged in the sale, rental, management, appraisal of real property or real estate counseling and who shall hold membership in a Local Board of REALTORS®.

Section 4: National Affiliate members shall pay national, state, and local dues and may vote, hold local office (except President, President-elect and /or Vice President), use the WCR logo and symbols, and avail themselves of national WCR services. National Affiliates may not comprise more than thirty percent (30%) of the national membership of the Local Chapter.

Section 5: The national WCR office shall determine the percentage of National Affiliate memberships in each Chapter monthly. When the 30% limitation is reached for a Chapter, National Affiliate applications shall be returned to the applicants. Additional National Affiliate applications will be processed when the Chapters percentage of this type of membership falls below 30%.

Section 6: Local affiliate members include individuals engaged in but not limited to a specialty of the real estate business and who are not associated with a firm engaged in the sale, rental, management, appraisal of real property or real estate counseling and who shall not be required to hold membership in the Local Board. Local Affiliate members shall pay only local dues and may attend local meetings, be a member of a committee, and chair a special committee or task force. They may not vote, hold office, use the WCR logo and symbols, or avail themselves of national WCR services.

Section 7: A member becomes eligible to vote in the New Orleans Metropolitan Chapter, Inc. thirty (30) days from receipt of application and payment of dues by Local Chapter designee.

Section 8: Those persons who are currently employed in an executive, administrative or management capacity by a member Board, State Association holding membership in the National Association, or a member Board of a foreign affiliate of the National Association shall be eligible for National or Local Affiliate membership after payment of application dues.

### **ARTICLE III - DUES**

Section 1: (A) Effective January 1, 2003, annual membership dues for Active Members shall be \$110.00, which includes Local Chapter (\$14.00), State Chapter (\$10.00), and National WCR (\$86.00).

(B) Effective January 1, 2003, annual membership dues for National Affiliate members shall be \$110.00, which includes Local Chapter (\$14.00), State Chapter (\$10.00), and National WCR (\$86.00).

(C) Effective January 1, 2003, annual membership dues for Local Affiliate members shall be \$72.00, which are Local Chapter dues only.

(D) Effective January 1, 1996, annual membership for Nonresident members shall be \$15.00, which are Local Chapter dues only.

Section 2: (A) Annual membership shall be payable by the first day of January each year.

(B) New members shall pay a full year's dues upon making application. On January 1 of the following year, they shall only be billed for that portion of dues unpaid for that year.

Section 3: (A) All local, state and national dues of Active members and National Affiliate members shall be billed by and paid to the national office of WCR. Local Chapter and State Chapter membership dues billed by and paid to the national WCR shall be refunded to the Local Chapter and State Chapter.

(B) Local Chapter membership dues for Local Affiliates and non-resident members shall be billed by and paid to the Local chapter and retained by the Chapter.

Section 4: Any member delinquent in payment of membership dues by more than three (3) months shall forfeit membership.

Section 5: Annual chapter dues for each member shall be established in time to notify the National WCR office prior to October 31 of the immediately preceding year.

#### **ARTICLE IV - THE GOVERNING BOARD**

Section 1: The government of the Chapter shall be vested in the Governing Board which shall consist of the President, President-elect, Vice President of Membership, Secretary, Treasurer (or Secretary-Treasurer), the most recent past President able and willing to serve, and one active past President appointed by the incoming President, and Chairmen of the Standing Committees; all of whom shall be entitled to vote.

Section 2: The Governing Board shall have full power to conduct the business of the Chapter; to suspend any officer or member for just cause; and to otherwise govern the affairs of the Chapter in accordance with the bylaws of this Chapter, the State Chapter (if any), and the national WOMEN'S COUNCIL OF REALTORS®.

Section 3: Five of the voting members of the Governing Board shall constitute a quorum.

Section 4: (A) Regular meetings of the Governing Board shall be held at least six (6) times per year at times and places as shall be designated by the President.

(B) Special meetings of the Governing Board may be called by the President, or shall be called at the request of at least three (3) members of the Governing Board.

Members of the Governing Board may unite in a petition to call such a meeting or individually address written request to the President.

Upon receipt of such petition or written request from the required Governing Board Members, the President shall notify each member of the Governing Board of such meeting in writing. Not less than fifteen (15) days nor more than thirty (30) days notice shall be given for a special meeting. Such notice shall state the time and place of the meeting and the purpose for which it is called. Only the business stated in the call to the meeting shall be transacted at such meeting.

#### **ARTICLE V - CHAPTER MEETINGS**

Section 1: (A) Regular meetings of the Chapter shall be held at least eight (8) times per year at times and places to be determined by the Governing Board.

(B) Special meetings of the Chapter may be called at such times and places as the Governing Board shall, by resolution, require. Not less than five (5) days nor more than ten (10) days notice shall be given for a special meeting. Such notice shall state the time and place of the meeting, and the purpose for which it is called. Only the business stated in the call to the meeting shall be transacted at such meeting.

Section 2: Twenty percent (20%) of the REALTOR®/REALTOR®-ASSOCIATE/Institute Affiliate members of the Chapter shall constitute a quorum at all meetings, except in those cases where the Chapter consists of fewer than fifteen (15) Active members, when a majority shall be required to constitute a quorum.

#### **ARTICLE VI - ELECTIVE OFFICERS**

Section 1: (A) The elective officers of the Chapter shall be President, President-elect, Vice President of Membership, Secretary and Treasurer (or Secretary-Treasurer). These officers shall perform the duties prescribed by these bylaws such as may be assigned to them by the Governing Board and by the parliamentary authority adopted in these bylaws.

(B) The President and President-elect and Vice President of Membership of the Chapter shall be elected from the REALTOR®/REALTOR®-ASSOCIATE/Institute Affiliate members in good standing. Other officers shall be elected from among REALTOR®/REALTOR®-ASSOCIATE/Institute Affiliate or National Affiliate members in good standing of the Chapter.

(C) The officers may serve in the office to which they have been elected for more than one term, but may not serve more than two (2) consecutive terms. The officer shall hold office for a term convening January 1st and end December 31st or until their successors have been elected, whichever is later.

Section 2: (A) The President shall be the chief officer of the Chapter, and shall preside at the meeting of the Governing Board and Chapter. At all other times during the term of office, the President shall represent the Council and act in its name subject to its policies.

(B) The President shall appoint all committee chairmen and committee members, except the Nominating Committee. All appointments of committee chairmen shall be subject to approval of the Governing Board. The President shall be an ex-officio member at all committees except the Nominating Committee.

Section 3: The President-elect shall perform the duties of the President in the event of the President's disability or absence and perform such other duties as requested by the Governing Board.

Section 4: (A) The Secretary shall verify reports from National WCR of the names of all members of this Chapter and their statutes and keep records of new members.

(B) Immediately following the annual election meeting, the retiring Secretary shall report to the Executive Vice President of the WOMEN'S COUNCIL OF REALTORS® the names and addresses of all officers elected, giving the beginning and ending dates of their terms of office. A copy of this report shall be sent also to the Governor(s), the State Chapter President and the Vice president of the Region.

#### **ARTICLE VII - VACANCIES**

Section 1: (A) In the case of a vacancy in any elective office, except President or President-elect, the President shall appoint a qualified member to fill the unexpired term.

(B) In case of a vacancy in the office of President, the President-elect shall complete the unexpired term thus creating a vacancy in the office of President-elect. The President-elect who fills a vacancy in the office of President shall automatically become President for a full term after completion of the unexpired term of President.

(C) In the event of a vacancy in the office of President-elect caused by a vacancy in the office of President, the members of the Nominating Committee shall submit the name of at least one nominee to the President who shall present it to the Governing Board for approval. An affirmative vote of a majority of the Governing Board shall be necessary to elect. The President-elect who fills a vacancy in that office shall automatically become President-elect for a full term after completion of the unexpired term as President-elect.

In the event a vacancy in the office of President-elect is not caused by a vacancy in the office of President, the members of the Nominating Committee shall submit the name of at least one nominee to the President who shall present it to the Governing Board for approval. An affirmative vote of a majority of the Governing Board shall be necessary to elect. The President-elect who fills this type of vacancy shall automatically become President after completion of the unexpired terms of President-elect.

(D) In the event of a vacancy in any of the committee chairmen, except the Nominating Committee chairman, the President shall appoint a qualified member to fill the unexpired term.

(E) All appointments to fill vacancies shall have the approval of the Governing Board.

#### **ARTICLE VIII - NOMINATIONS**

Section 1: (A) The Nominating Committee shall consist of four (4) Active members in addition to the most recent past President able to serve who shall be chairman of the committee.

(B) One (1) member of the Nominating Committee shall be elected by the Governing Board from its membership, and three (3) members plus two (2) alternates shall be elected by the general

membership at the Annual Election Meeting. Alternates (designated #1 and #2) shall serve only in the absence of a committee member.

(C) The members of the Nominating Committee shall serve during the calendar year subsequent to their election.

(D) Nominating Committee members shall not be eligible to serve successive terms, except those designated alternates who are not required to serve as committee members.

Section 2: It shall be the duty of the Nominating Committee to select at least one candidate for each office and to present its report in writing to the Secretary who shall present it in writing to the general membership at last ten (10) days before the Annual Election Meeting.

Section 3: After the President has presented the slate of candidates for election, additional nominations from the floor may be made by any active member before the election.

Section 4: No name shall be placed in nomination without the consent of the nominee.

#### **ARTICLE IX - ELECTION OF OFFICERS**

Section 1: The election of officers shall be held at the Annual Election Meeting of the Chapter which shall be held prior to October 15th.

Section 2: (A) Election of officers shall be by viva voce or role call vote, or written ballot if there are two or more nominees for an office. Each Active and National Affiliate member may cast one (1) vote. A majority shall elect. When there are more than two nominees for any office and there is no majority on the first ballot, the top two nominees will run off against each other and all other nominees are eliminated.

(B) Voting by proxy shall not be permitted.

#### **ARTICLE X - COMMITTEES**

Section 1: Standing Committees, Workgroups and Task Forces shall be appointed annually by the President subject to the approval of the Governing Board.

Section 2: (A) Standing Committees shall be: Bylaws, Education and Program, Finance and Budget, Membership, Marketing, and Nominating.

(B) Each of the Standing Committees shall consist of not fewer than three (3) members of the Chapter.

(C) Appointments shall be made for the remainder of the elective year or until their assigned task has been completed, whichever comes first. All members are eligible for reappointment.

Section 3: (A) Special Committees, to perform such services as may be assigned to them, may be appointed by the President with the approval of the Governing Board.

(B) Each of the Special Committees shall consist of not fewer than three (3) members of the Chapter.

(C) Appointments to Special Committees shall be for a period of one year. All Special Committee members are eligible for reappointment.

(D) The audit committee shall be appointed at the next to the last meeting of the elective year and shall present its report at the first meeting of the next year.

#### **ARTICLE XI - PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be recognized as the authority governing the proceedings of the Chapter in all cases not provided for in these Bylaws or in the Standing Rules.

#### **ARTICLE XII - DEFENSE AND INDEMNIFICATION OF OFFICERS AND DIRECTORS**

Section 1: In the event of suits of claims in which one or more current or past officers or directors of the Chapter are named as a result of their status as such or decisions or actions taken in good faith and reasonably understood to be within the scope of their authority during their term as such, the Chapter shall, directly or through insurance secured for the benefit of such officers and directors and employees, secure counsel to act on behalf of and provide a defense for such officers and directors and employees; pay reasonable defense expenses incurred in advance of final disposition of such case; and indemnify such officers, directors and employees with respect to any liability assessed or incurred as a result of any such claim, suit or action.

Section 2: The above stated defense and indemnification of officers and directors shall extend to those individuals when serving at the request of the Chapter as a director or officer of another entity, but only after indemnification and insurance coverage from such other entity has been exhausted.

#### **ARTICLE XIII - AMENDMENT OF BYLAWS**

Section 1: These Bylaws may be amended at any meeting of the Chapter by two-thirds vote in the affirmative of the Chapter members present and voting at such meeting, provided that a quorum is present, and provided the substance of the proposed amendments has been submitted to all members of the Chapter at last ten (10) days in advance of the meeting at which they will be acted upon, and provided that no such amendment shall become effective until the same shall have been submitted to and approved by the WCR National Bylaws Committee.

Section 2: Amendments to the Local Chapter bylaws required by WOMEN'S COUNCIL OF REALTORS® shall be mandatory and become effective immediately. The general membership of the Local Chapter shall be notified of such amendment(s) at the next regular meeting following a receipt of notice, and the Chapter Bylaws shall be changed immediately to include such amendment(s).

#### **ARTICLE XIV - DISSOLUTION OF THE CHAPTER**

Section 1: Upon the dissolution or winding up of the affairs of the New Orleans Metropolitan Chapter, Inc. of Women's Council Of REALTORS® and after providing payments of all obligations, the Chapter shall distribute any remaining assets to the Louisiana State Chapter of Women's Council of REALTORS®. In the event there is no State Chapter, the remaining assets shall go to the National Women's Council Of REALTORS®.

**Standing Rules of the New Orleans Metropolitan Chapter, Inc.  
Women's Council of REALTORS®**

**GENERAL:**

1. When there is a conflict of interpretation the most recently revised bylaws, adopted by the chapter shall take precedence over standing rules.
2. The Standing Rules can be amended or waived by 2/3 vote present by the Governing Board except those of a monetary nature which shall be ratified by the General Membership. The Standing Rules are published annually and are available at all times for use by the interested members.

**GOVERNING BOARD:**

3. The President, President-Elect and the Vice President of Membership of the chapter shall have the following qualifications: a) hold membership in the chapter for at least two (2) years, b) shall have chaired a committee for a full term, c) Real Estate shall be her/his primary profession. d) Secretary and Treasurer shall meet qualifications a) b) and c) above. e) National Affiliates shall meet qualifications a) and b).
4. The President for the duration of her/his term in office shall appoint a qualified Parliamentarian and alternate Parliamentarian. In the absence of the Parliamentarian, the President shall appoint a Parliamentarian for a specific meeting. The chapter President shall provide the Parliamentarian, during his/her term of office the latest edition of **Robert's Rule of Order Newly Revised** at the January Governing Board meeting.
5. Governing Board meetings shall be held the first Friday of the month or as determined by the President during the first week of the month.
6. All minutes of the Governing Board and General Membership meeting, including Treasurer's reports, audit reports and special committee reports should be preserved in such a manner by the Secretary that they will be readily available for future reference.
7. It is the obligation of all officers and standing committee chairmen to attend all Governing Board and General Membership meetings and in case of absence due to an emergency, they shall be responsible for submitting a report. Failure to attend and/or submit a report for three (3) consecutive months shall constitute sufficient reason for removal. The President shall appoint a replacement for that position or chair.
8. It is the responsibility of the President to attend all State, Regional and National meetings. It is recommended that all other officers and committee chairmen attend as many State, Regional and National Meetings as possible. It is recommended that the current President and officers attend other WCR chapter installations and special events.
9. In the event that neither the President nor the President-Elect is able to attend WCR/NAR State, Regional or National conventions and conferences, the officer in next descending order to the presidency shall represent the chapter as budgeted in standing rule guidelines for travel (see TRAVEL).

**10. Installation of Officers:**

- a. The Outgoing President and the Incoming President, with their committees will make arrangement for the installation ceremonies.
- b. The current chapter's President is to purchase a President's pin at the National Convention Meeting, and present it to the incoming President at the time of her/his installation.
- c. The incoming President shall purchase leadership manuals for all incoming officers at the National Convention Meeting in November.
- d. An appropriate gift shall be presented to the outgoing President at the installation ceremony. Cost of the gift to be paid for by the chapter, not to exceed \$100. The outgoing President-Elect shall arrange for this gift.



e. The Awards Committee shall purchase all committee officers and chairmen plaques and the incoming President's gavel and the outgoing President plaque.

#### **TREASURER:**

11. All bills shall be paid by the Treasurer only upon receipt of the check request form showing itemized and categorized list of expenses with copies of receipts and **with approval of the President.**

12. The Finance and Budget Committee shall submit a budget at the January Governing Board Meeting to be approved by the board and thereafter by the General Membership at the January General Membership meeting.

13. The annual budget shall include an amount to be allocated annually to the scholarship fund.

14. All non-budgeted items in excess of \$250.00 must have prior approval of the Governing Board and General Membership. For the protection of all parties, good business practice requires rendering of expense accounts and/or invoices.

15. Bank Account Reconciliation - For the protection of all parties and as good business practice, all bank statements shall be opened and reviewed by the President (or in her absence the President-Elect) who shall then submit to the Treasurer for reconciliation.

16. CD or Money Market Funds - All CD or Money Market funds are to be placed in an interest bearing account, accrued interest applied to the operating account. These funds are to be used only in the event of an operating budget shortage and must be voted on by 2/3 of general membership for approval prior to withdrawal or transfer.

#### **SPECIAL COMMITTEES:**

17. A Newsletter Chair shall be appointed by the President to handle the publication and distribution of the chapter's newsletter. The newsletter shall be distributed quarterly (January, April, July, October) to the membership.

18. A roster shall include members, past Chapter Presidents, past National President from our local chapter, current Governor and State Chapter Officers. It shall also include past Member of the Year Award recipients, current bylaws and standing rules. It shall be published annually and made available to the membership.

19. Outstanding Member of the Year Award shall be selected by the committee of the same name and presented each year, preferably at the annual fundraiser. The guidelines for this award are: a) Must hold membership for a minimum of one year; b) Real estate must be the member's primary profession; c) Member has volunteered their time and service unselfishly to the Chapter during the previous year.

20. State Woman of the Year Award: the nominating committee for this award shall be elected three (3) months prior to the award competition. Rules as set forth in the National Women's Council of REALTORS® Guidelines to be the criteria used in selecting the recipient of this award.

#### **GENERAL MEMBERSHIP AND MEETINGS:**

21. General Membership meetings shall be scheduled on the third Thursday of each month unless otherwise notified by the Governing Board.

22. Qualified prospective members may be brought to General Membership meetings as a guest three (3) times in the course of one year. After the third meeting, the prospective member must join the local chapter. This does not apply to family members or to a special guest not eligible for membership.

23. The annual election meeting is an open meeting.

24. Reservations to all General Membership meetings and all events sponsored by the chapter shall be the financial obligation of the member if not canceled 24 hours prior to the event. The Treasurer shall bill the member accordingly.

25. The VP of Membership or Chair during a regular meeting shall conduct an induction ceremony for new members. Such ceremonies may cover several months and shall be arranged as they fit into the regular program.
26. Door prizes may be given at each regular General Membership meeting and business cards shall be used for the drawing of a winner.
27. Any State Chapter President, State Governor, or National Officers visiting on official business may be presented with a small token of appreciation. Gift not to exceed \$25.00.
28. Anyone other than the scheduled speaker who wishes to address the General Membership must make prior arrangements with the President and the Program Chairman. In special cases when a member has something to say for the betterment of the membership, that member can address the membership at the discretion of the President.
29. Memorials/Illness - All officers experiencing illness, hospitalization, or the loss of immediate family members should be recognized by the Governing Board by a suitable remembrance. Past President's should receive the same recognition as well as National Officers. Recognition amounts not to exceed \$50.00, unless otherwise approved by the Governing Board.
30. When chapter members move up to leadership positions in other real estate related organizations the chapter shall recognize them.
31. Officers of the chapter shall be seated at the head table during regular monthly meetings of the General Membership whenever possible according to **Robert's Rule of Order**.

**TRAVEL:**

32. Travel expenses to be paid by the Chapter as budgeted for the President and President-Elect to attend WCR/NAR, State, Regional and National convention/conferences.
33. While in attendance at these conventions/meetings the President and President-Elect shall attend ALL LCP Training meetings, the Governing Board meetings, the Regional Caucuses and the General Membership meetings. The President and President-Elect shall make a written report to the chapter Governing Board and the chapter General Membership Meeting. Upon return the President shall submit proper itemized bills on the check request form to the Treasurer for reimbursement. A written report of the trip should be put in the Secretary's minute book.
34. All officers attending WCR National Meetings are encouraged to participate in national committees, activities, and any open meetings while attending National Meetings/Conventions.
35. Transportation: Special rate of coach airfare. When ground transportation is required, attending officers will be reimbursed as budgeted and approved by the Governing Board.
36. Room Accommodations:
  - a. When State, Regional, or National meetings/conventions are held locally, the chapter pays for hotel rooms as budgeted for chapter purposes.
  - b. Cost of double occupancy for President and President-Elect to be paid for by the Chapter. If necessary, a second room will be paid for by the chapter for those members who want to become more involved as possible future leaders in WCR (applies to attendance at WCR conventions and meetings only).
  - c. The President shall have the flexibility of booking two rooms for conventions/meetings as necessary for member's and officers to attend provided it is within the budget.
37. WCR Ticketed Events - Ticketed events at WCR meetings are to be purchased as soon as possible so the President and President-Elect can attend.
38. Registration - The chapter will pay registration fees for the President and President-Elect to attend the WCR/NAR State, Regional and National Convention Conference.

39. The President and President-Elect's annual expenses **shall not** exceed the amount budgeted.

#### **SCHOLARSHIP:**

40. The purpose of the scholarship fund shall be to reimburse members for courses working toward a designation approved by NAR/WCR.

41. The scholarship fund shall be a separate checking account starting January each year with a minimum of \$1,000. The balance in the Scholarship Fund shall not exceed \$5,000. Any amounts over \$5,000 shall be deposited into the operating account.

a. Funding for the scholarship fund shall be derived from the 50/50 ticket sales at regular monthly meetings. If the 50/50 ticket sales at any given general member luncheon exceeds \$80.00, then the prize money will be divided equally and two prizes will be awarded.

b. Additionally a minimum of \$500 or 10% (whichever is greater) shall come from the major fund raising event and shall be deposited in the scholarship checking account **within 90 days following the event.**

c. A \$75.00 scholarship check shall be awarded to any WCR member in good standing upon presentation of successfully completing any course leading to a designation approved by WCR/NAR or subsequent courses affiliated with the designation or broker designations except LR approved courses including but not limited to GRI, ABR, which shall be reimbursed \$50.00 per course, except the broker's license.

d. Scholarship reimbursement - in order to be reimbursed under the scholarship program, a member must present a course certificate to the scholarship chairman **within ninety (90) days** of course completion. New members must hold national membership for a minimum of 30 days in order to receive scholarship reimbursement.

e. Upon the invitation of the Scholarship Chairman, the recipient may opt to receive the award at a General Membership meeting within three (3) months of presenting the certificate to the Governing Board. If the recipient does not attend a General Membership meeting during that three (3) months period, the Scholarship Chairman shall mail the award check to the recipient.

#### **42. FUNDRAISERS AND SPECIAL EVENTS**

a. The major annual fundraiser event held by WCR shall be chaired and coordinated by the President-Elect for that year, with approval of major expenditures by the Governing Board. All other special events for the year shall be coordinated under the direction of the President and/or any committees appointed by the President.

b. The President-Elect shall determine a budget for the fundraiser with Governing Board approval, raise sponsor money for the event, coordinate the sales of tickets, and make all arrangements for the event with the help of assigned committees. The purpose of the major fundraiser is to raise funds for the President-Elect's term as President, for Education Programs during term as President, and to increase and sustain membership involvement and interest.

c. Any printed materials (i.e., tickers, flyers, mail outs, etc.) used in conjunction with any fundraisers or special events **shall not** list the names of sponsors, companies, or other persons on any such material unless otherwise approved by the Governing Board. Recognition for sponsorship, donations, or any other gifts may be awarded by placing special listings or advertisements in any program guides or sponsor boards for the event, or as approved by the Governing Board. All participants must be a member in good standing.

**43. Historian** - A dues paid member with knowledge of the history of the local chapter organization shall be designated by 2/3 vote of the Governing Board as Historian. The Historian shall be available upon request to consult, advise, and lend support to the presiding slate of officers The Historian shall keep abreast of major changes within the organization in order to maintain a smooth and orderly transition for each year of officers of the local chapter.