

DRAFT CHARTER AND BY-LAWS

RESTON BLACK FOCUS

PURPOSE

Reston Black Focus' purpose is to serve as a framework for black cultural, educational, civic and social activities in Reston and the surrounding area.

MEMBERSHIP (Eligibility)

Membership in Reston Black Focus will be open to any black family (i.e., at least one black person in the family). Residence in Reston is not required. All members will have to be at least 16 years of age.

STEERING COMMITTEE

The policy and decision-making body of Reston Black Focus will be the Steering Committee. The Steering Committee will have the four permanent members as elected by the membership.

It will also have all committee chairmen as appointed by any three non-related members of Reston Black Focus.

The Steering Committee will determine the manner in which it should govern itself.

OFFICERS

Officers of Reston Black Focus will be elected at the first regularly scheduled membership meeting in November. The nomination will be taken from the floor. After eight nominees, nominations will be closed. Election then will take place and the highest four candidates will then become the officers of Reston Black Focus. These officers will be called coordinators and they have the responsibility of insuring proper record keeping, minutes, and financial control. Within one month of election, the officers must have selected one coordinator responsible for minutes and another responsible for finances. The four elected officers will be the four permanent members of the Steering Committee. The terms of the elected officers will be for one year.

COMMITTEE CHAIRMEN

All committee chairmen will automatically be on the Steering Committee. Any member of Reston Black Focus can become a committee chairman by being appointed by three non-related members of Reston Black Focus. The term of a committee chairman will be nine (9) months. There is no limit on the numbers of terms that a chairman can serve.

MEMBERSHIP (Authority)

The membership body will have the authority to change the charter at any regular meeting of the membership which has 25% of the membership present and 2/3 of those present voting for a change.

The charter will be adopted at the membership meeting on Nov. 1, 1969, by a simple majority of the membership that is present.

The membership has the power to elect four (4) permanent members to the Steering Committee.

Any three (3) non-related members can appoint a chairman of an activity and that chairman will automatically be on the Steering Committee.

MEMBERSHIP (Meeting)

There will be a minimum of four meetings of the membership within any calender year starting in 1970.

Meetings can be called by the Steering Committee or ten percent (10%) of the membership.

MEMBERSHIP (Dues)

Membership fees will be one dollar per year and will be waived for the first year.

RESTON BLACK FOCUS

DRAFT REVISED

CHARTER AND BY-LAWS

MEMBERSHIP

Reston Black Focus is a group formed by black Restonians who are concerned that black people participate as citizens of Reston and that black culture and life styles not be lost. Reston Black Focus will serve as a framework for black cultural, educational, and civic activities.

Membership shall be available to all persons whose names are recommended by the Membership Committee and approved by the general membership.

POLICY AND PROGRAMS

Policy and programs of RBF shall be determined by the general membership and administered by a steering committee. The general membership shall be defined as the assembly of voting members called into session in the manner specified under MEETINGS. A quorum shall consist of _____ voting members.

Changes in the RBF annual program and budget may be adopted at any regular general membership meeting provided the membership is notified in writing of the intended changes to said program and budget three (3) weeks prior to the meeting wherein the change is to be proposed.

STEERING COMMITTEE

Effective as of the October, 1972 elections the RBF steering committee shall be composed of five members to be elected at the October general membership meeting. The present composition of the Steering Committee (four permanent members and committee chairman) shall remain in effect through the 1972 term of office.

The Steering Committee shall solicit proposed program activities, develop and recommend to the general membership the RBF annual program. This program shall be presented for approval by the membership at the January membership meeting.

The five elected members of the Steering Committee shall be responsible for the proper functioning committees. It shall appoint committee chairmen, subject to confirmation by the membership. Available chairmanships shall be made known to the membership for the purpose of considering volunteers and nominees. It shall also recommend to the membership removal of a non-functioning chairman.

At its first meeting the Steering Committee shall designate from among its members individuals responsible for:

- o Convening and presiding at both Steering Committee and General Membership meetings.
- o Financial Administration
- o Secretarial Function

The Steering Committee shall fix the term of persons so designated.

MEETINGS

The Steering Committee meetings shall be open to all members of RBF. Non-members of the Steering Committee shall not have voting privileges during Steering Committee meeting. The Steering Committee shall report its deliberations to a general membership meeting.

General membership meeting shall be held at least monthly. Meeting time, place, and agenda shall be appropriately announced to the membership one week prior to the meeting date.

ANNUAL DUES

Annual dues shall be \$1.00 for any person over 16 years of age who has been approved for membership.

VOTING

No member who is delinquent in payment of annual dues shall be eligible to vote or hold office. Annual dues are payable on January 1 of each year. Delinquent members may pay dues at anytime.

COMMITTEES

The following standing committees shall establish annually:

- . Social
- . Membership
- . Information and News
- . Education

Additionally, the Steering Committee shall establish a committee for the purpose of an Annual Expression of the Black Experience. Other committees shall be appointed as from time to time may be necessary.

NOMINATING COMMITTEE

The nominating committee is a special committee which shall be constituted from volunteers solicited at the August membership meeting. A minimum of three (3) members shall serve through the certification of the newly elected Steering Committee.

AMENDMENTS TO CHARTER

Charter amendments may be proposed by a petition of five voting members. The petition shall be submitted to the Steering Committee as an agenda item for the next regularly scheduled general membership meeting. The meeting announcement which includes the amendment shall make special note of the pending discussion.

In order for the amendment to be placed in effect, the amendment must be passed by a two-thirds majority of the voting membership, present and voting, during two consecutive general membership meetings. Should the amendment be passed at the first meeting, the amendment will automatically become an agenda item for the next general membership meeting. When the meeting is advertised, the agenda item will note that an amendment passage is pending.

REMOVAL OF STEERING COMMITTEE MEMBERS

The process described for amendment to the charter shall apply to removal of Steering Committee members.