

BY-LAWS
of the
OKLAHOMA CITY ASSOCIATION OF THE DEAF

Est. 1944

Inc. 1951



ARTICLE ONE. TITLE, OBJECTS, and PROPERTY.

§1.01 Title.

The organization shall be known as OKLAHOMA CITY ASSOCIATION OF THE DEAF, (hereinafter called the "Association").

§1.02 Object.

The object of this Association shall be to promote the welfare of the deaf and to advance educational, vocational and social interests of the deaf.

§1.03 Property.

Business may be conducted at any place convenient to such members or officers as may be participating. The official address of the Association shall be:

Physical Address:
1106 N.W. 15th Street
Oklahoma City, OK 73106

Mailing Address:
PO BOX 60957
Oklahoma City, OK 73146-0957

ARTICLE TWO. MEMBERSHIP.

§2.01 Individual Membership.

There shall be two (2) classes of membership: active-and honorary.

(a) Active Membership.

The Association Membership shall be open to any person who promotes and show an interest in the Deaf, Hard of Hearing, and Deaf-Blind Community. The member shall support the objectives and goals of the Association

(b) Honorary Membership.

Honorary members shall be persons recognized for their contribution to the welfare of the deaf, by vote of the members. Honorary members shall have all the privileges of active members.

(c) Youth Membership.

Any person 18 years old and younger who wish to be a member of Oklahoma Association of the Deaf shall have their membership fee waived. Such Members shall have all the rights and privileges of regular members except for the right to vote in General Meetings.

§2.02 Membership Fees.

All active members are required to pay a membership fee as set by the membership from time to time, which is good for one (1) year and shall become due one year hence. The membership shall decide from time to time membership fees for associate members. There shall be no refund of membership fees.

§2.03 Entry Donations.

There shall be an Entry Donation or fees for membership and visitors as established from time to time by the Executive Committee. Those who are blind shall be welcomed. Special Entry Donations shall be established for the disabled, retired and high school students.

§2.04 Removal of Member or Officer.

Any member, trustee or officer may be removed from membership or from office by the affirmative vote of a majority of the voting members present in person or by proxy, at any General or Special meeting called for that purpose, for conduct detrimental to the interests of the Association, for lack of sympathy with its objectives, or for refusal to render reasonable assistance in carrying out its purposes. Any such member, officer or trustee proposed to be removed shall be entitled to at least ten (10) days' notice in writing by mail of the meeting at which such removal or suspension is to be voted upon and shall be entitled to appear before and be heard at such meeting.

ARTICLE THREE. AFFILIATION.

§3.01 Affiliation.

The Association shall encourage membership in the Oklahoma Association of the Deaf. A representative to other Associations and groups may be elected where such group has demonstrated purposes and objectives compatible to this Association.

ARTICLE FOUR. OFFICERS.

§4.01 Executive Board.

The officers of the Association shall be a President, a Vice-President, a Secretary, a Treasurer, an Assistant Treasurer, three (3) Trustees, and two (2) Sergeants at Arms. All officers of the Association, except the two (2) Sergeants at Arms, shall constitute the Executive Board, or Executive Committee. There shall be no husband and wife teams, or two (2) family members serving in any official capacity at the same time. All officers and Trustees shall be members in good standing and shall be elected by members as herein described. All officers and Trustees shall be elected at the annual election meeting in November.

§4.02 Elected Officers.

A member qualified as a deaf individual may run for the office of the President or Treasurer two (2) years after becoming a member. He or she may run for any other office one (1) year after becoming a member and living within a 40 mile radius from the Associations address.

§4.03 Election Meeting.

The annual election meeting of the membership shall be held at the regular monthly meeting in the month of November. At said meeting, the membership shall vote by secret ballot and elect officers and trustees by simple majority vote of those present, to fill vacancies on the Executive Board and shall transact such other business as may properly be brought before the meeting.

§4.04 Executive Board Meetings.

Meetings of the Executive Board shall be held at such place as the directors may determine. The Executive Board shall be called by the President, or, at the written request of two (2) of the members of the Board. The Secretary or President shall give verbal or written notice of time and location of each such meeting to each director prior to the meeting.

§4.05 Duties of Executive Board.

(a) President.

The President shall be the Chief Executive Officer of the Association and shall preside at all meetings of the Board and of the membership. He or she shall enforce the rules and By-Laws of the Association, nominate committee and sub-committee chairmen for confirmation by the Board and serve as ex officio member of all committees and sub-committees.

(b) Vice President.

The Vice President shall perform the duties and exercise the powers of the President during the absence and disability of the President.

(c) Secretary.

The Secretary shall be responsible for keeping all documents and records of the Association including but not limited to recording minutes of all meetings of the Board and of the membership, maintain up-to-date membership records, and shall be in charge of the Association's seal. In the absence of the Secretary at meetings, the President shall appoint a temporary secretary to record the minutes.

(d) Treasurer.

The Treasurer shall maintain the financial records of the Association. He or she shall receive all money and deposit said money in the bank account in the name of the Association. And, he or she shall disburse all monies as have been approved by the Board and are due and payable. In addition, he or she shall be prepared to present a financial report at each meeting of the Board and distribute a written financial statement at the general meeting of the membership.

(e) Assistant Treasurer.

It shall be the duty of the Assistant Treasurer to assist the Treasurer. He or she shall take the place of the Treasurer when the latter is absent.

(f) Trustees.

The duties of the Trustees shall be to be guardians of all funds. They shall audit the books of the Treasurer and sign their names on the page. They shall be forced to audit all receipts and expenditures. If satisfied, they shall certify that the report is correct.

(g) Sergeant-At-Arms.

It shall be the duty of the Sergeant-at-Arms to call attention to the members at the start of the meeting. He or she shall assist the President in keeping the meeting in order. He or she must see that no one interferes when the meeting is in progress. He or she may be assigned such other duties as called for by the President.

§4.06 Board of Directors Annual Statement.

The Executive Board shall present at the first regular meeting of the membership, in January of each year, and when called for by vote of the membership at any special meeting of the membership, a full, clear and detailed statement of the business and condition of the Association duly audited as appropriate by a firm of certified public accountants designated by vote of the directors, if such audit be requested in advance by the members to be certified.

§4.07 Resignation.

Any resignation from office shall be made in writing to the President with the statement of reasons thereof. Vacancies in office caused by resignation or otherwise shall be filled by the President with the approval of the membership via Article 2 Section 1.

§4.08 Compensation and Reimbursement.

The Executive Board shall be the sole governing body of the Association. Individual members of the Board shall not receive any compensation for their services as directors; however, the Board may approve reimbursing individual directors for direct operating expenses incurred on behalf of the Association. Expenses of attending Board meetings shall not be reimbursable.

§4.09 Inspection of Books.

The Executive Board shall determine from time to time whether and, if allowed, when and under what conditions and regulations the accounts (except such as may be required by statute to be open to inspection), or any of them, shall be open to the inspection of the members and the members' rights in this respect are and shall be restricted and limited accordingly.

§4.10 Keys to Property.

Keys to Associations property shall be issued to regular members at the discretion of the Executive Board. Keys may be recalled upon termination of membership or at the direction of the Executive Board. The President shall be responsible to announce the members of such business, related to the key holder, during either the General meeting or the third weekend of Saturday.

§4.11 Business.

Fundraising plans, contracts, budgets, and expenditures must be approved by the Board prior to final commitment. Written contracts shall be executed by the President or, in his or her absence, by the Vice President, and attested by the Secretary and the corporate seal affixed.

ARTICLE FIVE. COMMITTEES.

§5.01 Standing Committees.

The standing committees of the Association shall be the Bylaws, Finance, Events, and Housekeeping, and Public Relations Committee. The President shall appoint the chair of each standing committee, other than the Finance. The Chairman of such committee shall select other members to assist him.

§5.02 Ad Hoc and Special Committees.

The Executive Board may also form ad hoc or special committees as needed, with chair of each to be appointed by the President. The Chairman of such committee shall select other members to assist him.

§5.03 Meetings and Actions of Committees.

All matters considered by committees requiring action shall be referred to the Board, except where such authority has been expressly delegated to a committee by the membership. Actions taken by a committee under such delegated authority shall be promptly reported in the committee minutes.

(a) Minutes.

Minutes, including financial reports, of Committee hosted meetings shall be shared in the next General Meeting of business.

(b) Quorum.

A majority of the committee's voting members whom are present shall constitute a quorum.

ARTICLE SIX. ADENDMENTS.

§6.01 Amendments of By-Laws.

The By-Laws of the Association shall be subject to change only by action of two-thirds (2/3) of the membership present at any regular business meeting.

ARTICLE SEVEN. MEETINGS.

§7.01 General Meeting.

The General Meeting shall include the transaction of such other business as may properly be brought before the membership.

(a) Place.

General Meetings shall be held at such place as determined by the Executive Board.

(b) Schedule.

General meeting of the Association shall be held during on the second Saturday at least 5 times a year in the months of January, March, May, September, and November, as determined by the Executive Board.

§7.02 Special Meetings.

The President, with approval of the Board, may call for special meeting of the membership; or, any member may, by petition signed by one-fourth (¼) of the members in good standing, require the President to call a special meeting of the membership. Business transacted at said special meeting shall be limited to the purpose stated in the written notice of said meeting.

§7.03 Membership List for Vote.

A complete list of members eligible to vote at a general or a special meeting of the membership shall be prepared by the Secretary and shall be available for examination by the membership at the site and time of said meeting.

§7.04 Election and Special Meetings.

Written notice stating the time and place of all annual election and special meetings of the members and the general nature of the business to be considered shall be given by the Secretary, or other person designated by the Executive Board, to each member, as shown by records of the Association.

§7.05 Quorum at Meetings.

The members present in person will constitute a quorum at all meetings of the membership for the transaction of business where proper notice of such meeting has been given.

ARTICLE EIGHT. PARLIAMENTARY AUTHORITY.

§8.01 Robert's Rule of Order.

Robert's Rule of Order (RRO), newly revised, shall be the parliamentary authority of all meetings of the association unless in conflict with the bylaws.

ARTICLE NINE. CONDUCT.

§9.01 Conduct.

Gambling and drinking of liquor shall be governed by the laws of the State of Oklahoma. The Executive Committee may, from time to time, adopt rules to govern conduct toward club property, social policies and operations.

ARTICLE TEN. EXECUTION OF CONTRACTS.

§10.01 Execution of Contracts.

Except as otherwise required by statute, the Certificate of Incorporation or these By-Laws, any contracts or other instruments may be executed and delivered in the name and on behalf of the Association by such officer or officers (including any assistant officer) of the corporation as the Board may from time to time direct. Unless authorized by the Board or expressly permitted by these By-Laws, an officer or agent or employee shall not have any power or authority to bind the Association by any contract or engagement or to pledge its credit or to render it financially liable for any purpose or to any amount.

ARTICLE ELEVEN. FINANCIAL BUSINESS.

§11.01 Orders of Payment.

All checks, drafts, bills of exchange or other orders for the payment of money out of the funds of the Association, and all notes or other evidences of indebtedness of the Association, shall be signed in the name and on behalf of the Association by the President, Treasurer and/or Assistant Treasurer and in such manner as shall from time to time be authorized by the Board.

§11.02 Deposit.

All funds of the Association shall be deposited to the credit of the Association to such bank(s). Other depositories may be designate by the officers of the Association.

§11.03 Loans.

The Executive Board, with authority by members, may by resolution the officers to effect loans and advances from a corporation or a bank, trust company or other institution or from any firm, corporation or individual, and for such loans and advances, may make, execute and deliver promissory notes, bonds or other certificates or evidences of indebtedness of the Association, but no officer or officers shall mortgage, pledge, hypothecate or transfer any securities or other property of the Association, except when authorized by the Board.

§11.04 Special Funds Account.

When a special account is opened for a project, such as a bowling tournament, sports event, or other special occasions, the remaining funds shall be transferred to the General Account at the completion of the project.

ARTICLE TWELVE. NON-PROFIT OPERATIONS AND DISTRIBUTION OF PROCEEDS.

§12.01 Distribution of Proceedings.

The Association shall not be operated for a profit. There shall be no distribution of cash or property by way of interest or dividends to any officer, member or director of the Association of whatsoever character or description except that the Association may pay reasonable compensation for services rendered. The balance of all money received by the Association, after payment of all debts and obligations of the Association of whatsoever kind and/or nature, shall be used and distributed exclusively for carrying out only the purposes of the Association.

ARTICLE THIRTEEN. APPROVAL OF REVISED BYLAWS.

§13.01 Adoption of Revised By-Laws.

The signatures herein certify these Bylaws, dated March 2020, have received close scrutiny and have been approved by the Association Executive Board and are deemed both fair and necessary for maintenance and proper order in conducting the Association business.

/S/

JOHNNY REININGER, JR.
President, OKCAD Executive Board

/S/

ROBERT CROWDER
Assistant Treasurer, OKCAD Executive Board

/S/

PEARL PEARSON
Vice President, OKCAD Executive Board

/S/

TONY HENRICHS
1ST Trustee, OKCAD Executive Board

/S/

MINNIE WEST
Secretary, OKCAD Executive Board

/S/

SUSAN RANSON-SULTAN
2ND Trustee, OKCAD Executive Board

/S/

RONALD BEVILLE
Treasurer, OKCAD Executive Board

/S/

TINA ANDERS
3RD Trustee, OKCAD Executive Board

The Oath of the Association:

"I do hereby pledge myself to abide by the constitution and By-Laws of the Oklahoma City Association of the Deaf and to faithfully perform the duties of my office to the best of my knowledge and ability, so help me God."