

ARKANSAS ASSOCIATION OF FUTURE FARMERS OF AMERICA CONSTITUTION

ARTICLE I. Name

The name of this organization shall be “The Arkansas Association of Future Farmers of America”. Members hereinafter referred to as “Future Farmers”. The letters “FFA” may be officially used to designate the organization, its chapters or members.

ARTICLE II. Aims and purposes of the organization

The primary aim of the Future Farmers of America is the development of agricultural leadership, cooperation, and citizenship. The specific purposes for which this organization was formed are as follows:

1. To create, foster, and assist chapters composed of students and former students of agricultural education in public schools qualifying for Federal reimbursement under the Vocational Education Acts as enacted by Congress;
2. To develop character, train for useful citizenship, and foster patriotism, and thereby to develop competent, aggressive rural and agricultural leadership.
3. To create and nurture a love of rural life by encouraging members to improve the home and its surroundings, to develop organized recreational activities, and to create more interest in the intelligent choice of agricultural occupations;
4. To encourage the practice of thrift;
5. To strengthen the confidence of members in themselves and their work, to encourage members in the development of individual agriculture/agribusiness experience programs, and to promote their permanent establishment in employment in agriculture/agribusiness by (a) encouraging improvement in scholarship; (b) providing awards to deserving students who have achieved distinction in agricultural education, including agriculture mechanics activities; and (c) assisting agricultural education students in becoming satisfactorily established in an agricultural occupation; and
6. To cooperate with others, including the Department of Career Education, in accomplishing the above purposes; and to engage in such other activities, consistent with the foregoing purposes, determined by the governing body to be for the best interests of the Association.

ARTICLE III. Organization

Section A.

The Arkansas Association of Future Farmers of America is an affiliated Association of the National Organization for students of agricultural education. It shall consist of local chartered chapters by the Association in the State of Arkansas, as authorized by the National Organization, in accordance with the provisions in its constitution and bylaws. More than one chapter may be chartered in a school when deemed appropriate by the State FFA Advisor.

The direction and management of the affairs and business of the Association, including control and disposition of its property and funds, shall be vested in a Board of Directors of no fewer than twelve (12) and no more than fifteen (15) members, with such number to be determined by the Board and comprised of the following:

- A. Three members selected by the Arkansas Vocational Agriculture Teachers Association (AVATA)
- B. One retired member from the 20 Year Club of vocational agriculture teachers
- C. Chair of the Arkansas FFA Association and/or Camp Couchdale Advisory Committee
- D. At least six (6) members representing business, industry or other supporters of the FFA, giving consideration to major corporate or individual donors and geographical representation from the three (3) districts of the Arkansas FFA Association

The Board of Directors shall possess and exercise all the powers and authority of the Association, and all such powers and authority as shall be necessary to complete execution of the purposes of the Association, except as limited by its Constitution.

Section B.

Active chapters of the Future Farmers of America for students enrolled in schools of less than college grade shall be chartered only in schools where recognized systematic instruction in Agricultural Education is offered under the provisions of the National Vocational Education Acts.

Section C. Collegiate

Collegiate chapters may be established in two or four year institutions where agriculture courses are taught. Membership shall be opened to students enrolled in agricultural courses, or who are pursuing career objectives in the industry of agriculture.

Each collegiate chapter shall be chartered by and maintained under the authority of the Arkansas Association.

All activities of the collegiate chapter of FFA shall be in harmony with the purposes, principles and ideals of the FFA organization.

Activities for FFA collegiate chapter members shall be based upon the needs and interests of its members.

Collegiate chapter members shall pay State and National FFA Dues.

ARTICLE IV. Procedure for determining standing of chapters and members

Section A.

A local chapter shall be considered to be in good standing with the Arkansas Association when the following conditions are met:

1. All current state and national dues have been paid prior to participation in any FFA activity.
2. All reports have been submitted as required by the State Association.

3. No provision of the chapter constitution is in conflict with the State Constitution and activities are in harmony with the ideals and purposes of the FFA.

Section B.

The Executive Secretary shall identify chapters which have not paid dues on January 1 and such chapters will be notified of the deadline for paying dues. Any chapters whose dues are not received as directed by the state office 10 days prior to an FFA activity or by February 15 or whichever comes first shall be ineligible to participate in any state or national sponsored activity for the remainder of the current year.

Section C.

In case any local chapter is not in good standing with the Arkansas Association at the time of the opening of a State Convention, the delegates in the State Convention shall have the power, upon recommendation of the State Advisory Council to withdraw the charter and refuse such chapter official representation at the State Convention. When such action is taken, the chapter in question and members thereof shall be denied the regular privileges of the State Association. Upon meeting the requirements for good standing, a chapter may be reinstated by recommendation of the State Advisory Council, not earlier than 20 days after the closing date of the State Convention during which it was not in good standing.

Section D.

Active members shall be considered in good standing when they maintain good standing in their local chapter, when their local, state, and national dues are paid, and when these dues are paid and recorded as directed by the State FFA Executive Secretary.

Section E.

In case a local department of agricultural education in which a chartered chapter of FFA is located is discontinued, the chapter so involved may be permitted to operate officially for a period not to exceed 36 months from the date of the discontinuance of the department, providing proper supervision and guidance can be given to the chapter work by a person having the approval of the local school administrator and the State Advisor. Local chapter charters must be surrendered to the State Advisor at the end of the 36 month period if a local department of agricultural education is not again in operation in the school at that time.

Section F.

Any member transferring from another state must prove membership from that state and must pay state dues in Arkansas.

ARTICLE V. Membership

Section A.

Membership in this organization shall consist of four kinds: (1) Active; (2) Alumni; (3) Collegiate; and (4) Honorary.

Section B.

Active membership: any student who is regularly enrolled in a secondary agriculture education program is entitled to become an active member of any chartered FFA Chapter. To retain membership during high school, the member must be enrolled in at least one agriculture education course during the school year and/or follow a planned course of study for an agricultural occupation which includes a supervised agricultural experience program, the objective of which is establishment in an agricultural occupation. Members may retain their active membership until November 30 following the fourth National Convention after their graduation from high school.

A member who is in good standing at the time of induction into the armed forces of the United States of America shall be in good standing during the period of active service without further payment of dues or attendance at meetings. Time spent in the armed forces shall not be considered as elapsed time in determining the maximum period of four conventions following graduation from high school or leaving high school. Members making use of this waiver of service time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after having been honorably discharged from service, indicating such a desire by payment of dues and attendance at meetings. Members participating in the six months Armed Services Program shall be eligible for one full year of extended membership. No individual, however, may retain active membership beyond the 23rd birthday.

Section C. Alumni Membership

Membership shall be open to former active FFA and NFA members, collegiate or honorary FFA and NFA members, present and former professional agricultural educators, parents of FFA members, and others interested in and supporting the FFA.

Section D. Collegiate Membership

Collegiate Membership may include students enrolled in agricultural courses and former active members of chartered local chapters who re-enrolled in a two or four year institution having a collegiate chapter.

Section E. Honorary Membership

Farmers, school superintendents, principals, members of boards of education, chapter advisors, teachers, staff members in agricultural education, businessmen, and others who are helping to advance agriculture education and the FFA, and who have rendered outstanding service, may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.

ARTICLE VI. Active Membership – Degrees and Privileges

Section A. Degrees

The State Association recognizes five degrees of active membership based on achievement. These are (1) Discovery (2) Greenhand; (3) Chapter Farmer; (4) Arkansas Farmer; and (5) American Farmer.

Section B. Discovery Degree

On meeting the following minimum requirements, the Discovery FFA Degree may be conferred by the chapter:

1. Must be enrolled in an agricultural education class for at least a portion of the school year while in grades 7 – 8.
2. Must be a dues paying member of the FFA at local, state, and national levels.
3. Must participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
5. Must be familiar with the local FFA chapter program of activities.
6. Must submit a written application for the degree.

Section C. Greenhand Degree

On meeting the following minimum qualifications, the Greenhand Degree may be conferred by the chapter:

1. Be regularly enrolled in an agriculture education course for an agricultural occupation and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA Creed, Motto, and Salute.
3. Describe the FFA emblem, colors, and symbols.
4. Explain the proper use of the FFA jacket.
5. Have satisfactory knowledge of the history of the organization.
6. Know the duties and responsibilities of FFA members.
7. Personally own or have access to official FFA Manual.
8. Submit written application for the Degree for chapter records.

Section D.

Chapter Farmer Degree: On meeting the following minimum qualifications, the Chapter Farmer Degree may be conferred by the chapter:

1. Must have received the Greenhand Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the 9th grade level and have in operation an improved supervised farming and/or other agricultural experience program and be regularly enrolled in an agricultural education class.
3. Have satisfactory knowledge of the local constitution and of the local program of activities.
4. Satisfactorily participated in at least three official functions in the chapter program of activities.

5. Have earned and productively invested at least \$150.00 by the member's own efforts or worked at least 45 hours in excess of scheduled class time or a combination thereof and have developed plans for continued growth and improvement in a supervised agricultural experience program.
6. Demonstrate ability to effectively lead a group discussion for 15 minutes.
7. Demonstrate five parliamentary procedure abilities.
8. Demonstrate progress toward achievement of an Agricultural Proficiency Award on the local level.
9. Have a satisfactory scholastic record in an agricultural course.
10. Submit written application for the Degree for chapter records.
11. Meet other requirements as established by the chapter and/or State Association.

Section E.

State Farmer Degree: On meeting the following minimum qualifications, the State Farmer Degree may be conferred by the State Association:

1. Have received the Chapter Farmer Degree and have been an active FFA member for at least two years (24 months).
2. While in high school, must have completed equivalent of two full years of systematic secondary school instruction (360 hours) in agricultural education at or above the ninth grade level, in addition to a supervised farming and/or other agricultural experience program.
3. Have earned and productively invested at least \$ 1,000.00 by the member's own effort or worked (other than scheduled class time) at least 300 hours in a Supervised Agricultural Experience Program or a combination thereof or as prescribed in the National FFA Constitution.
4. Demonstrate leadership ability by (a) performing ten parliamentary procedure activities; (b) giving a six minute speech on a topic relating to agriculture or the FFA; and (c) serving as an officer and/or committee chairman, or a participating member of a major committee.
5. Has demonstrated competency in an agricultural occupation and has a satisfactory scholastic record as certified by the agriculture education instructor and principal or superintendent.
6. Participate in the planning and completion of chapter Program of Activities.
7. Participate in five different FFA activities above the chapter level.
8. Meet other requirements as established by the State Association.

Each State Association shall be entitled to elect at least 10 qualified individuals annually; where state membership exceeds 500, not more than 3%* of the total state membership may be elected (fractions counted in the nearest whole number). Written records of achievement verified by the local advisor shall be submitted to the state advisor by the local chapter's governing body at least one month prior to the state convention. The State Advisor

will then review the records and submit a recommendation to the governing body of that state association. This body will nominate at the regular state convention the candidates who have been found most worthy to receive the honor. The State Farmer Degree will be awarded to the candidates upon approval by the delegates.

*Any State Association, in the judgment of its delegates, may be more restrictive but may not exceed the amended quota.

Section F.

American Farmer Degree: On meeting the following minimum qualifications, the American Farmer Degree may be conferred by the National Organization:

1. Must have the State Farmer Degree and have been an active member for at least the immediate past 36 months and have a record of satisfactory participation in the activities at the local chapter and State Association.
2. Must have satisfactorily completed the equivalent of at least three years of systematic secondary school instruction in an agricultural education program for an agricultural occupation (540 hours), or have completed the program of agricultural education offered in the school last attended, have been out of high school for at least 12 months prior to the convention at which the degree is granted, and have in operation an outstanding supervised farming and/or agricultural experience program which must show comprehensive planning, continuation growth, and increase in scope with records to substantiate such accomplishments.
3. Must have earned and productively invested at least \$7,500.00 and/or 2,250 hours or a combination thereof from the member's own efforts in excess of scheduled class time in a supervised agricultural experience program or as prescribed in the National FFA Constitution.
4. Show outstanding ability as evidenced by leadership and cooperation in student, chapter and community activities and have a satisfactory scholarship record certified by the local school superintendent or principal.

ARTICLE VII. Procedure for choosing candidates for the American Farmer Degree

Section A.

The Association may submit annually the application of the following number of American Farmer Degree candidates by the State FFA membership.

Arkansas is eligible to receive two Degrees for the first 500 members, one degree for the next 500 members, and one Degree for the next 500 members, and one degree for each 666 2/3 additional members (rounded off to the nearest whole number).

When eligible for 3, 6, 9, etc. American Farmer Degree candidates, one-third of the Degrees shall be awarded in the production segment, one-third in the agribusiness segment, and one-third as determined by the State Association.

The active membership will be computed on the basis of National dues received in the office of the National FFA Treasurer or show by postmark or other reliable evidence to have been mailed to the National FFA Treasurer on or before May 15.

Section B.

Applications must be submitted on forms supplied by the National FFA Organization.

Section C.

American Farmer candidates must be recommended by the National FFA Board of Directors and Board of National Officers at the July meeting. The candidates shall then be approved by the delegates present at the following national convention of the FFA.

ARTICLE VIII. Emblem

Section A.

The emblem of the Future Farmers of America shall be made up of five symbols, namely: (1) the plow, representing tillage of the soil, the basis of modern agriculture; (2) the owl, representing wisdom; (3) the rising sun, representing progress; (4) a cross section of an ear of corn, representing common agricultural interests; and (5) an American eagle surmounting the cross section of the ear of corn, indicating the national scope of the organization. The emblem shall also carry the three letters, "FFA", and the words, "Agricultural Education."

Section B.

Emblems shall be uniform in all State Associations and recognized units thereof. All members are entitled to wear the emblem.

Section C.

Greenhands are eligible to wear the regulation bronze emblem pin; Chapter Farmers are entitled to wear the regulation silver emblem pin; State Farmers are entitled to wear the regulation gold emblem charm; and American Farmers are entitled to wear the regulation gold emblem key.

Section D.

Honorary Chapter Farmers are entitled to wear either the regulation silver emblem degree pin or a similar pin in gold; Honorary State Farmers are entitled to wear the regulation gold emblem charm; Honorary American Farmers are entitled to wear the regulation gold emblem key.

Section E.

Collegiate chapter members and advisors are entitled to wear an owl pin of official design.

ARTICLE IX. Officers

Section A.

The student officers of the Arkansas Association shall consist of a president, secretary, reporter and three vice presidents (one from each district of the state. The State Supervisor of Agricultural Education shall be the State Advisor.

An Executive Secretary from the state professional staff may also be named by the State Advisor. All student officers shall be elected annually by a majority vote of the delegates present at a regular State Convention of Future Farmers of America.

Section B.

Chapter officers shall consist of a president, vice president, secretary, treasurer, reporter, sentinel, and advisor. Other officers may be designated if desirable. The local teacher of agricultural education shall assume the responsibilities of local advisor. Officers of the local chapter shall be elected annually or semi-annually at a regular meeting of the local chapter.

Section C.

In order to be elected to a state office, a member must hold the State Farmer Degree. Officers in the local chapter must not rank lower than the grade of Chapter Farmer, after the chapter has been established in any given school for one year or longer.

Section D.

All student state officers must be of Junior or Senior classification in the school year just completed at the time of convention at which they are elected.

ARTICLE X. Meetings and Conventions

Section A.

A state convention shall be held annually, except in case of extreme emergency, at least 45 days prior to the National Convention. The time and place of the convention will be determined by the Advisory Council, State Officers, and State Advisor.

Section B.

At the state convention an official delegate assembly limited to 500 delegates will convene. This delegate body will consist of one official delegate from each chapter, plus additional official delegates based on the individual chapter's percentage of state FFA membership. The delegate(s) shall be selected by the local chapter. A delegate is entitled to one vote. (Delegates present at the annual convention shall constitute a quorum.)

Section C.

Local chapters shall hold their meetings monthly or more often at times and places determined by the local chapter.

Section D.

Sub-area, district, and other such meetings may be held as necessary to transact FFA business and activities.

ARTICLE XI. Committees

Section A.

The president of the Arkansas Association shall appoint three regular committees annually: the nominating committee; the auditing committee; and the committee on the program of work. Other committees may be appointed as necessary.

Section B. Duties of the Committees

The Nominating Committee shall place in nomination the candidates for the various state offices.

The Audit Committee shall examine the books of the association.

The Committee on the Program of Work shall set up the annual objectives and goals of the state organization and suggest ways and means of attaining them.

Other committees appointed shall have their duties explained at the time of appointment.

ARTICLE XII. Advisory Council

Section A.

The State FFA Advisory Council shall be composed of nine chapter advisors.

Section B. Purposes

1. To provide a clearing house for ideas relative to FFA policies and practices.
2. To study and make recommendations on matters referred to the Council.
3. To function as an advisory rather than an executive body.
4. To review applications for State Farmer Degree, American Farmer Degree, Proficiency Awards, Chapter Contests and make recommendations for approval of those found worthy.

ARTICLE XIII. Dues

Section A.

Annual membership dues in the Arkansas Association shall be fixed by a majority vote of the delegates assembled in convention.

Section B.

Dues of the local chapter shall be fixed by a majority vote of the chapter membership.

ARTICLE XIV. Amendments

Section A.

Proposed amendments to the constitution must be submitted in writing to the State Office at least 60 days prior to the State Convention. Proposed amendments will be sent to each chapter 30 days prior to the convention.

Section B.

Amendments to the constitution may be made by addition, subtraction, or substitution.

Section C.

A copy of each proposed amendment shall be made available by the proponent of amendment to each delegate at the convention.

Section D.

An amendment to the constitution may be adopted by a two-thirds vote of the delegates, provided they constitute a quorum.

ARKANSAS ASSOCIATION OF FUTURE FARMERS OF AMERICA BY- LAWS

ARTICLE I. Relationship between constitution and by-laws

Section A.

All provisions of these by-laws shall be considered a part of the Arkansas FFA Constitution.

ARTICLE II. Location of Principal Office

Section A.

The principal office of the Arkansas Association of Future Farmers of America shall be in the city of Little Rock, Arkansas. The business office for the purpose of receiving dues, paying expenses and other financial functions of the Association shall be located at 301 Catherine Park Road, Hot Springs, Arkansas 71913.

Section B.

The office shall be located in the office of Supervisor of Agricultural Education within the Department of Career Education.

ARTICLE III. Procedure for electing state officers

Section A.

All qualified candidates submitting officer applications by the specified date will appear before the Nominating Committee during the annual convention. All candidates will be given a personal interview by the Nominating Committee or its sub-committee. The Nominating Committee shall make its recommendations to the delegate body.

Section B.

The President, Secretary and Reporter shall be elected at large by the delegate body and may come from the same district.

Section C.

After the election of the President, Secretary and Reporter, delegates will group according to the three districts and will elect from the remaining qualified candidates from the respective districts, a Vice President. When a district has less than two candidates for Vice President, one candidate from each of the adjoining districts shall be considered a candidate for said district.

Section D.

The designation of Vice Presidents will be on a rotational basis. The district Vice Presidents will be installed per the following rotational schedule beginning in 2006-07 and will rotate in clockwise direction in future years. Southern district will have the first vice president, Northwest district second vice president and Northeast third vice president.

Section E.

Election of officers shall require a majority vote by the delegates present.

Section F.

State Officers shall be elected to serve from installation at one state convention through the succeeding state convention and shall not be re-elected. The advisory council shall have the power to appoint temporary officers to fill any office which becomes vacant between conventions. Temporarily appointed officers may be elected at the next state convention.

ARTICLE IV. Duties of State Officers

Section A.

The President. It shall be the duty of the President to preside over the State Convention of the Future Farmers of America, and over all meetings of the State Officers. The President shall call one State Convention each year, on such date and at such place as shall be determined by the State Officers, Advisory Council, and State Professional Staff. The President shall appoint all committees and may serve as an ex-officio member of these committees.

Section B.

The Secretary. The Secretary shall assume the duties of the student secretary, such as keeping an accurate record of the sessions of the State Convention and of the meetings of the State Officers, one copy of which shall be given to the Executive Secretary for the permanent files, and one copy kept for

the secretary's own files. The secretary shall perform such other duties as he is directed to perform by the State President or by the Executive Secretary.

Section C.

The Reporter. The Reporter shall be charged with the responsibility of supplying news articles to various news media, and otherwise publicize the activities of the Future Farmers of America, including keeping the official scrapbook of the Arkansas Association.

Section D.

The Vice Presidents. It shall be the duty of the three Vice Presidents, acting under the direction of the President, to look after the welfare of the FFA Organization in the three districts of the state. In case the office of President becomes vacant by resignation or otherwise, the first Vice President shall assume the President's duties, followed in turn, as occasion demands, by the second and third Vice Presidents in the order named.

First Vice President. The First Vice President shall assume the duties of the Vice President, and will assist the President in whatever capacity the President may assign. The First Vice President shall fill the place of Vice President in the ceremonies of the Association.

Second Vice President. The Second Vice President shall assume the duties of student treasurer. The student treasurer shall present to the delegates at the annual State Convention the treasurer's report. The Second Vice President shall fill the place of Treasurer in the ceremonies of the Association.

Third Vice President. The Third Vice President shall assume the duties of the sentinel, who shall be charged with the responsibility of preparing the meeting places and taking care of the State FFA paraphernalia. The Third Vice President shall fill the place of Sentinel in the ceremonies of the Association.

Section D.

The State Advisor. The State Advisor is an ex-officio member of all committees. It is the State Advisor's duty to advise the State Officers, the Advisory Council, and other committees on matters of policy, and assist the State Officers in conducting meetings and carrying out programs. The Advisor reviews all applications for the State Farmer Degree and submits them to the Advisory Council with recommendations.

Section E.

The Executive Secretary. The Executive Secretary shall assist the Advisor in looking after the welfare of the FFA Organization in Arkansas, and shall act as an agent for the Arkansas Association. The Executive Secretary shall keep the official records of membership and progress of the Association and shall receive all reports from local chapters, review them, and inform the State Association and shall receive all reports from local chapters, review them, and inform the State Advisor of any proceedings which appear to be in conflict with the provisions of the State Constitution. The Executive Secretary shall submit a budget of proposed expenditures to the Advisory Council, and of any other officially convened meeting of the members or officers charged with the transaction of any business affecting the organization. The Executive Secretary shall be in charge of arrangements for the annual State Convention and may perform such other duties delegated by the State Advisor.

ARTICLES V. Advisory Council

Section A.

The State Advisor shall appoint nine chapter advisors to the Advisory Council. Members of the council may be appointed without regard to districts.

Section B.

Members of the Advisory Council shall be appointed for one year terms and may be reappointed.

Section C.

The Advisory Council shall work with the State FFA Advisor, State FFA Executive Secretary and Regional program advisors of Agricultural Education to develop an annual budget of income and expense for the Association, which budget shall be presented to the Arkansas FFA Foundation Board of Directors for review and approval.

ARTICLE VI. Reports to the State Association

Section A.

Each local chapter shall submit the following information to the state Executive Secretary when called for on the proper forms: (1) an annual program of work (2) an officer and membership report and membership roster accompanied by the state and national dues; (3) the SAE report; (4) the superior chapter application; and (5) an annual report of chapter activities by the date so specified.

Section B.

Each Collegiate Chapter shall submit the following information to the State Executive Secretary when called for on the proper forms: (1) an annual report covering the program of work and achievements by the date so specified; and (2) number of members in chapter.

ARTICLE VII. Honorary Arkansas Farmer Degree

Section A.

The Honorary State Farmer Degree will be conferred by the State Association on persons who have helped to advance agricultural education and the FFA on the State Level.

Section B.

The Association will grant this Degree to deserving persons annually.

Section C.

The State Officers, the Advisory Council, the State Professional Staff, and local chapters may nominate persons to receive the Honorary Farmer Degree.

ARTICLE VIII. Participation by the Arkansas Association in the National FFA Conventions and Activities

Section A.

National FFA Convention delegates. Delegates to the National Convention will be selected annually as determined by the membership of the Arkansas FFA Association.

Section B.

Candidates for National FFA Office. Whenever two or more qualified candidates wish to seek National Office, the Advisory Council will review the applications and recommend one candidate.

ARTICLE IX. Parliamentary Authority

Section A.

The current edition of ROBERTS RULES OF ORDER governs this organization in all parliamentary situations.

Section B.

A chapter advisor shall be named by the State Advisor to serve at the State Convention as Parliamentarian.

ARTICLE X. Amendments

Section A.

Proposed amendments to the By-Laws must be submitted in writing to the State Office at least 60 days prior to the State Convention. Proposed amendments will be sent to each chapter 30 days prior to the Convention.

Section B.

Amendments to these By-Laws may be made by addition, subtraction, or substitution.

Section C.

A copy of each proposed amendment shall be made available by the proponent of the amendment to each delegate at the convention.

Section D.

An amendment to the By-Laws may be adopted by a two-thirds vote of the delegates, provided they constitute a quorum.