

MISSOURI JUNIOR CHAMBER INTERNATIONAL SENATE  
CONSTITUTION

ARTICLE I. NAME AND OFFICE

Section 1.

The name of this not for profit corporation shall be the Missouri Junior Chamber International Senate Inc. (AKA Missouri JCI Senate).

Section 2. The principal office of this corporation is vested with the President.

Section 3. A registered agent is also established for the purpose of filing and receiving official state and federal documents.

Section 4. Any reference to “JCI” herein shall include by definition Junior Chamber International.

Section 5. Any reference to “Jaycees” herein shall include by definition Junior Chamber.

ARTICLE II. PURPOSE

Section 1. The principal purpose of this corporation shall be:

A. To inform local chapters of the Junior Chamber International Senatorship as an honor for deserving past and present Jaycees.

B. To promote fellowship and continued contact among J.C.I. Senators.

C. To maintain contact with the Jaycee movement by offering assistance without interference, to local, state, national and international Jaycee organizations.

D. To extend invitations to local, state, national and international Jaycee to be guests at meetings of the Missouri J.C.I. Senate.

Section II. Such other purposes as may from time to time be approved by the majority of the members present at a duly convened meeting of the organization.

### ARTICLE III. ACTIVITIES AND GOVERNING

Section 1. This corporation shall be non-partisan, non-sectarian and non-profit in it's purpose and activities.

Section 2. This corporation shall be governed by the written By-Laws and policies.

### ARTICLE IV. AFFILIATION

Section 1. This corporation shall be affiliated with the United States J.C.I. Senate.

Section 2. The Constitution and By-Laws of this corporation shall be in accordance with the Constitution and By-Laws of the United States J.C.I. Senate.

### ARTICLE V. CREED

Section 1. We adopt the following as our Creed:

We believe that faith in God gives meaning and purpose to human life;

That the brotherhood of man transcends the sovereignty of nations;

That economic justice can best be won by free men through free enterprise;

That government should be of laws rather than of men;

That earth's great treasure lies in human personality;

And that service to humanity is the best work of life.

### ARTICLE VI. QUORUM

Section 1. In order to hold an official meeting and conduct business there must be a quorum of the membership present.

Section 2. A quorum shall consist of three (3) of the five (5) executive committee members and ten (10) additional members in good standing present.

## ARTICLE VII. AMENDMENTS

Section 1. The following steps may amend this constitution:

A. Notice for changes or amendments to this constitution can be given in writing via US Postal Service

B. Thirty (30) days written notice, via US Postal Service of proposed changes or additions to the Constitution must be sent to all paid members of the Missouri J.C.I. Senate.

C. A 2/3rds majority vote of those paid members present at the Board of Directors Meeting, following the thirty (30) days written notice, is required to pass changes or additions to the Constitution.

# Missouri Junior Chamber International Senate

## By-Laws

### ARTICLE 1. MEMBERSHIP

Section 1. Requirements and Privileges for the Missouri JCI Senate:

A. All J.C.I. Senators are eligible for membership in this Corporation.

B. Membership benefits and privileges are granted to members upon payment of the membership dues as described in these By-Laws.

Section 2. Membership dues are as follows:

A. The annual dues for the Missouri J.C.I. Senate shall be the total of the current US J.C.I. Senate dues, plus the dues voted on and approved by a 2/3rds majority of the members present at the Missouri J.C.I. Senate annual meeting.

B. Change in annual dues becomes effective at the start of the fiscal year, immediately following approved change.

C. 1. Life Membership may be purchased for ten (10) times the amount of the annual dues. Members may purchase a life membership on a time payment plan, with quarterly payments completed in one year.

2. Payments made for life memberships go to the Life Member fund in total, less the current year membership dues.

3. By September 1 of each year the Treasurer of the Missouri J.C.I. Senate will provide a list of all life members from the previous year to the Life Member Committee. The Life Member Committee will in turn provide the Missouri J.C.I. Senate Treasurer with a check for each life member at the rate of \$10.

## ARTICLE 2. ORGANIZATION

### Section 1. Board of Directors:

The Board of Directors of the Missouri J.C.I. Senate shall consist of all dues paying members in good standing of the Missouri J.C.I. Senate.

### Section 2. Executive Board:

The Executive Board of the Missouri J.C.I. Senate shall consist of:

- A. The Executive Committee
- B. Chaplain – Appointed by the Senate President
- C. Sergeant at Arms – Appointed by the Senate President
- D. Editor – Appointed by the Senate President

The Executive Board shall serve a one year term, from one annual meeting to the next annual meeting inclusive.

### Section 3. Executive Committee:

A. The Executive Committee shall consist of the President, Vice President, Treasurer, Secretary and immediate Past President of the Missouri J.C.I. Senate.

B. Members of the Executive Committee shall be elected at the Annual Meeting of the Missouri J.C.I. Senate in the following order: President, Vice President, Treasurer and Secretary. Officers elected shall be installed at the Missouri J.C.I. Senate annual meeting and assume office July 1.

C. For the purposes of the election process, the Chairman of the Board is considered to be the presiding officer at the annual meeting.

D. The Executive Committee shall serve a one year term starting July 1.

E. Members of the Executive Committee may not succeed themselves unless the first term of office was three months or less.

F. Vacancies of members of the Executive Committee with the exception of the President and immediate Past President shall be filled by appointment of the President with the approval of the Board of Directors.

1. Vacancy in the office of President will be filled by the Vice President, provided he or she is qualified to assume the presidency as per Article III Section 1 of these by-laws. If the Vice President does not wish to fill the vacancy, or is not qualified per Article III Section 1 of these by-laws, the executive committee shall appoint a qualified replacement until a special election can be held at the next regular meeting.

2. Vacancy in the office of immediate Past President shall be filled by a previous Past President who is a member in good standing, to be approved by the Executive Committee.

### ARTICLE 3. OFFICERS

Section 1. Election and Term: The Board of Directors shall, at the annual meeting, elect the following officers with listed qualifications. To run for office a member in good standing must file a "Letter Of Intent" with the current Missouri J.C.I. Senate Secretary thirty (30) days prior to the election.

The Letter of Intent is a communication between the member and the current Missouri JCI Secretary that details the members name, senate number and the office that the member is seeking. This communication can be by email or USPS mail.

Anyone filing a letter of intent must meet the qualifications as listed in the bylaws. If no letters of intent are received for any office nominations will be accepted from the floor. Anyone being nominated must meet the qualifications as listed in the bylaws. The elected officers will take office July 1 and serve for a one year

term. All elected and appointed officers of this organization must be members in good standing at all times while holding an office or appointment.

President:

A. Minimum of forty-two years of age.

B. Must have served two years on the Executive Committee of the Missouri J.C.I. Senate, one of which must be treasurer. The term as Treasurer may be waived if candidate provides corporate documentation indicating “conflict of interest” if serving as Treasurer of a nonprofit or not for profit organization. If documentation is provided than may serve in any office for two years or longer.

C. Cannot hold elected, nor appointed State or National Jaycee or US J.C.I. Senate office, position or chairmanship during term of office. The only exception is an appointment specifically for sitting state presidents, ie:finance or bid review committee.

Vice President:

A. Served one (1) year on the executive committee of the Missouri J.C.I. Senate.

B. Cannot hold elected nor appointed State or National Jaycee or US J.C.I. Senate office, position or chairmanship during term of office.

Secretary and/or Treasurer

A. Cannot hold elected nor appointed State or National Jaycee or US J.C.I. Senate office, position or chairmanship during term of office.

Section 2. Removal and Replacement:

Subsection I.

The President, Vice President, Treasurer and Secretary.

A. Two members of the Missouri J.C.I. Senate Executive Committee may petition the immediate Past President, setting forth complaints against the officer in question as to request a hearing or reasons for removal.

B. The immediate Past President shall call a meeting of the Executive Committee not later than twenty (20) days after receipt of the petition, for determination of action. The immediate Past President shall also notify the officer in question not later than ten (10) days prior to the hearing in order that said officer may respond to the complaint.

C. The hearing of the Executive Committee shall be conducted as follows:

1. Complaints against the officer in question shall be presented.
2. The officer shall have an opportunity to rebut the complaints.
3. A 2/3rds vote of the Executive Committee members present shall place the question of removal on the agenda of the next Board of Directors meeting.
4. If a 2/3rds vote is attained, the duties of the officer in question shall be assumed by other members of the Executive Committee until the question is decided.
5. The question of removal from office will be presented to the Board of Directors and a 2/3rds vote of the members in good standing present will remove said officer from office

Sub-section 2.

Other appointed members of the Executive Board may be removed from the position by the President with a majority vote of the Executive Committee sustaining such decisions.

Section 3. Officers and Duties:



President:

- A. The principal officer of the corporation, the President will preside at all regular and special meetings of the corporation.
- B. The President serves as an ex-officio member of all committees.
- C. The President represents the Missouri J.C.I. Senate at all appropriate functions.

Vice President:

- A. The Vice President shall perform the duties of the President in his/her absence.
- B. The Vice President will serve as an ex-officio member of all committees assigned by the President.
- C. The Vice President will assume any other duties as assigned by the President.

Treasurer

- A. The Treasurer shall have the responsibility for all funds and securities of the organization unless directed differently by the Executive Committee.
- B. The Treasurer is to be bonded in an amount determined by the Executive Committee.
- C. The Treasurer cannot expend corporation funds without prior approval by vote or approved budget.
- D. The Treasurer shall provide a report of the assets and liabilities of the corporation at all regular Board of Directors and Executive Committee Meeting.
- E. The Treasurer is responsible for sending out dues billings to the membership when due for renewal. The Treasurer is also responsible for the maintenance of dues billings from the US J.C.I.

Senate and will ensure the National dues are kept current on all Missouri dues paid members.

F. The Treasurer will work with the Secretary to get address changes and new members into the National database via the quarterly dues billing.

#### Secretary

A. The Secretary shall keep an accurate record of all meetings of the Board of Directors and the Executive Committee Meetings.

B. The Secretary shall assure that proper notice is provided for regular and special meetings.

C. The Secretary shall maintain a membership roster of members who are in good standing.

D. The Secretary shall be the supervising officer for the Missouri J.C.I. newsletter, which is published four (4) times per year.

The newsletter will be distributed 100% by emails and posted on the website three times per year unless a member has requested to receive all communications by US Postal Service. The fourth distribution will be 100% by mail, if there are any proposed bylaw revisions. It should contain the proposed bylaw revisions, budget and calendar of events/activities for the upcoming year. This newsletter will be mailed at least 30 days prior to the annual meeting. If there are no proposed Bylaw revisions it will be emailed to all members that have a valid email address on file. Members are responsible for keeping their email up to date.

E. The Secretary will be responsible for accepting “Letter Of Intent” to run for office.

F. The Secretary will prepare a ballot for elections.

#### Immediate Past President

A. The Immediate Past President is to preside at Executive Committee meetings and conduct annual elections.

B. The Immediate Past President shall accept all duties assigned by the President that are becoming of a Past President.

#### ARTICLE 4. OPERATION AND POLICY

Section 1. The operational procedure of this corporation shall be vested with the Executive Committee.

Section 2. The policy of the corporation shall be determined and reviewed on an annual basis by its Executive Committee.

Section 3. Policy may be changed at any regular Missouri J.C.I. Senate meeting by a majority vote of the Board of Directors present.

#### Section 4. ACCOUNTS

A. Treasury Balance: All Funds in excess of \$2000, as of June 30 will be deposited in a separate financial account of the Missouri JCI Senate.

B. Funds may be withdrawn from the Financial account with a 2/3 majority vote of those paid members present at a regular membership meeting, provided thirty (30) day's notice of withdrawal is given in writing via US Postal Service.

C. The Finance Committee will review/approve all deposits, investments and disbursements of these accounts as well as all financial reports to the membership.

D. There shall be five (5) Missouri JCI Senators, two who are the Immediate Past President and another past president of the MO JCI Senate to make up the Finance Committee. The initial appointments will be two for one (1) year term, two for two (2) year term and one for (3) year term will be made by the State President. The Chairman shall be determined by the Finance Committee and shall serve for one year.

1. The Treasurer of the MO JCI Senate automatically serves as an ex-officio member during their term of office.
2. The Immediate Past President shall automatically be appointed as a member of the Finance Committee for a one (1) year term.
3. Each year, the President shall appoint Senators to fill the vacancies on the committee
4. All appointed members shall be approved by the membership.
5. If a vacancy exists on the Finance Committee due to resignation or inability to serve, the President shall appoint a replacement at the next business meeting.
6. If a Finance Committee member is absent for two consecutive committee meetings without prior notification to the Finance Committee Chairman, they will be considered as unable to serve.

E. The Finance Committee will meet on a regular basis, a minimum three times a year just prior to scheduled Missouri JCI Senate meetings and will approve the reports of the current financial status and activity by the Treasurer in advance of reporting such to the membership at each meeting. The current balance of all accounts shall be reported in writing to the membership.

F. All Committee Chairs will be responsible for providing a final financial report for their project to the MO JCI Senate Treasurer by the last day of the current fiscal year if there are any receipts or disbursements for said project.

G. Any contract or agreement binding the MO JCI Senate to a financial commitment must be approved by a majority of the Executive Committee, a majority of members present at the subsequent membership meeting and signed by the current President of the MO JCI Senate or another member of the Executive Committee as directed by the President

#### Section 5. REIMBURSEMENT

- A. No one is allowed to get reimbursement of expenses in excess of the budgeted line item, for that expense as approved by the members.
- B. This final disbursement cannot exceed the total amount of available cash in the general fund less the amount transferred into the current fiscal year unless approved by the membership.
- C. Any dues money owed to the MO JCI Senate by members who were submitted as a new or renewal to the US JCI Senate without receipt of these dues from the member, no later than the following quarter will be the responsibility of the officer or individual guaranteeing the payment, this includes the Treasurer who takes a senator's work on payment.

#### Section 6. SENATE SPONSORED SENATORSHIP

- A. One Senatorship may be awarded each MO JCI Senate fiscal year to a past member of the MO Jaycees who was a member in good standing of a currently disbanded MO Jaycee chapter.
- B. Completed applications accepted through December 15 of the current MO JCI Senate year. Completed applications

can be submitted by any MO JCI Senator in good standing. Reviewed and approved by a six (6) member committee prior to the January meeting for presentation to the MO Jaycee President for their approval.

- C. Review Committee comprised of the current Executive Committee and the current Jaycee Liaison.
- D. Payment to JCI USA (\$75) and JCI (4300) will be made by the MO JCI Senate from the approved budget for that year.
- E. MO JCI Senate dues (\$25) will be paid the initial year and will become the responsibility of the new senator for future years.
- F.

## ARTICLE 5. MEETINGS

Section 1. The annual meeting of the Missouri J.C.I. Senate will be held in May of each year. It shall be hosted by the Missouri J.C.I. Senate executive committee unless an acceptable bid is offered and accepted at or prior to the January meeting from an individual or group of Missouri J.C.I. Senators in good standing.

Section 2. A regular meeting of the Missouri JCI Senate will be held in August or September of each year. It shall be hosted by the Missouri JCI Senate Executive Committee unless an acceptable bid is offered and accepted at or prior to the annual meeting by an individual or group of Missouri JCI Senators in good standing.

Section 3. The January regular meeting of the Missouri JCI Senate will be held in conjunction with the Missouri Jaycees.

Section 4. Special meetings of the Missouri J.C.I. Senate may be called by the Executive Committee provided thirty (30) days written notice is given to all paid members of the Missouri J.C.I. Senate either via USPS or email, whichever has been selected by the member prior to the meeting.

Section 5. The Executive Committee is responsible for notifying each paid member of the time, date and place of each Board meeting in at least thirty (30) days in advance of said meeting.

Section 6. The Executive Committee is responsible for arranging suitable facilities in order to conduct these meetings.

Section 7. Robert's Rules of Order will govern meetings in all situations not covered by this Constitution and By-Laws.

## ARTICLE 6. AMENDMENTS

The By-Laws of the corporation may be altered, amended or repealed and new By-Laws adopted at the annual meeting of the membership of the corporation with:

Section 1. Notice for changes or amendments to these By-Laws can be given in writing via US Postal Service.

Section 2. Thirty (30) days written notice of the proposed By-Law changes or additions must be sent to all paid members of the Missouri J.C.I. Senate.

Section 3. An affirmative vote of 2/3rds of the paid membership present at the Board meeting following the thirty (30) day written notice.

Section 4. By-Laws of this organization may not be in conflict with the By-Laws of the US J.C.I. Senate.

This Constitution & By-Laws updated:

May 2005 – Wentzville, MO

September 2006 – Joplin, MO

January 2007 – Lake of Ozarks, MO

May 2008 – Macon, MO

January 2012 – Lake of the Ozarks, MO

September 2013 – Jefferson City, MO

May 16, 2015 – O'Fallon, MO

May 5, 2018 – St. Charles, MO

June 1, 2019 – Sikeston, MO