

NATIONAL ALLIANCE OF BLACK INTERPRETERS



Bylaws

May 2001

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ARTICLE I: NAME

Section 1. The name of this organization is the National Alliance of Black Interpreters- Atlanta

ARTICLE II: PURPOSE

Section 2. The purpose of the organization is to foster, promote and encourage African Americans/Blacks in the interpreting profession with the following goals:

- a. To provide a format for networking among ourselves as well as the greater interpreting community
- b. To provide a forum for information sharing in relation to our profession and wellness
- c. To provide a structure for group activities and to support local workshops and symposiums that address skill and knowledge advancement for the membership
- d. To provide a support system for African American/Black professional interpreters and those individuals interested and/or seeking to join the interpreting profession

ARTICLE III: MEMBERSHIP

Section 1. Membership Categories: The organization shall be comprised of four Categories of membership: FULL MEMBER, STUDENT MEMBER, INDIVIDUAL SUPPORTING MEMBER, and ORGANIZATIONAL SUPPORTING MEMBER.

Section 2. FULL MEMBER: African American/Black interpreters who are actively involved in the profession. Each FULL MEMBER in good standing of the organization shall have one vote in elections and business that may come before the membership. "Member in Good Standing" shall be defined as one who has paid dues prior to any meeting where organizational business is conducted.

Section 3. STUDENT MEMBER: African American/Black students currently enrolled in an Interpreter Preparation/Training Program. A STUDENT MEMBER **CANNOT** vote, but is encouraged to participate in the activities and discussions of the organization.

Section 4. INDIVIDUAL SUPPORTING MEMBER: Non-African Americans/Blacks who support the goals and purpose of NAOBI-Atlanta. An INDIVIDUAL SUPPORTING MEMBER **CANNOT** vote, but is encouraged to participate in the activities and discussions of the organization.

Section 5. ORGANIZATIONAL SUPPORTING MEMBER: Organizations, agencies, and others who support the goals and purposes of NAOBI-Atlanta. An ORGANIZATIONAL SUPPORTING MEMBER **CANNOT** vote, but is encouraged to participate in the activities and discussions of the organization.

Section 6. Application Procedures: Candidates for Membership shall fill out an application to be submitted to a member of the Executive Board either in person, or electronically, by emailing it to naobiatlsecretary@gmail.com. The category of FULL, STUDENT, INDIVIDUAL, or ORGANIZATIONAL membership will be defined. Payment can be made via cash, check, or on our website using PayPal.

ARTICLE IV: MEMBERSHIP DUES

Section 1. Dues for membership shall be paid regularly on or before the end of the calendar year. The calendar year shall be defined as January 1st through December 31st.

Section 2. Decisions to raise or lower the membership dues shall be authorized by a two-third-majority vote of the voting membership at the annual business meeting.

Section 3. STUDENT MEMBER dues will be at least ½ the cost of the FULL MEMBERSHIP dues.

Section 4. INDIVIDUAL SUPPORTING MEMBER dues will be at least ½ the cost of the FULL MEMBERSHIP dues.

Section 5. ORGANIZATIONAL SUPPORTING MEMBER dues will be at least ½ the cost of the FULL MEMBERSHIP dues.

ARTICLE V: MEMBERSHIP MEETINGS

Section 1. General Membership meetings: General Membership meetings shall be held a minimum of four times per year with notice of time and location of meeting given to the membership at least one month prior to the meeting.

Section 2. Annual Business meeting: The Annual Business Meeting shall be held in January of each year with notice of time and location of meeting given to the membership at least sixty (60) days prior to the meeting.

Section 3. Special Membership meeting: Special membership meetings may be called at any time by the Executive board. Notice of time and location of meeting will be given to the membership at least two (2) weeks prior to the meeting.

Section 4. Quorum: The quorum for a meeting shall be no less than fifty (50) percent of the total number of FULL MEMBERS which must include a minimum of two (2) Board members, one of which must be the President or Vice President; fifty-one (51) percent of those present and voting constitute a majority. Voting eligibility includes full members in good standing who meet the distance requirement (residing outside of the 60 mile radius from the meeting location). Those members will be included in the quorum as required for the transaction of business.

ARTICLE VI: GOVERNING AUTHORITY

- Section 1. The NAOBI-Atlanta Executive Board has the ultimate authority to decide business of the organization between meetings, but must notify the membership of its actions at the next general membership meeting or sooner via mail, electronic mail or a Special Membership meeting if deemed necessary.
- Section 3. The Executive Board will be comprised of the following positions: President, Vice-President, Secretary, and Treasurer.
- Section 4. Only FULL MEMBERS may hold Executive Board positions.
- Section 5. The quorum for a meeting of the Executive Board shall be three (3). Voting by electronic mail will be accepted to fulfill quorum requirements.

ARTICLE VII: OFFICERS

Section 1. The **President** shall:

- a. Be a member in good standing
- b. Be a working interpreter/transliterater either full time or part time
- c. Be certified or pre-certified by either RID, NAD or be EIPA Credentialed
- d. Preside at all meetings of the organization and Executive Board
- e. Appoint liaisons to serve in various capacities which directly impact the organization

Section 2. The **Vice-President** shall:

- a. Be a member in good standing.
- b. Be a working interpreter/transliterater either full time or part time
- c. Be certified or pre-certified by either RID, NAD, or be EIPA Credentialed
- d. Preside in place of the president whenever needed
- e. Serve as one of the official signatures on all financial documents of the organization
- f. Perform any other duties assigned by the President

Section 3. The **Secretary** shall:

- a. Be a member in good standing before taking office
- b. Keep accurate and complete minutes of all organizational meetings and meetings of the Executive Board
- c. Maintain all business files of the organization
- d. Notify each member of time and location of the organizational meetings 30 days prior to such meeting
- e. Provide the members with written minutes of the organizational meetings
- f. Follow guidelines for recording the minutes as approved by the Executive Board

Section 4. The **Treasurer** shall:

- a. Be a member in good standing before taking office
- b. Maintain all funds of the organization
- c. Maintain accurate records of all monies belonging to the organization
- d. Receive all monies belonging to the organization
- e. Serve as one of the official signatures on all financial documents of the organization
- f. Submit an annual report to the Board and Membership at its Annual Business meeting or at another reasonably designated time prescribed by the President

ARTICLE VIII: ELECTIONS

Section 1. The voting membership shall elect all of the members of the Executive Board. To be eligible to vote, voting members must become a member of NAOBI-Atlanta no later than December 31 of the previous year. A simple majority will be sufficient to elect all Executive Board members. In case of a tie, the candidates will have a run-off election until the tie is broken.

Section 2. Any vacancy of an elected office shall be filled by appointment from the Executive Board until the next scheduled election.

Section 3. **TERM OF OFFICE:** The term of office for the member of the Executive Board shall be one year. Consecutive terms are allowed.

Section 4. **ELECTION PROCEDURES OF OFFICERS:** The election process shall be as follows:

- a. A list of candidates shall be submitted to the membership sixty (60) days prior to the Annual Business meeting.
- b. Nominations may be accepted from the floor at the Annual Business meeting.
- c. To be eligible to vote, Full Membership is secured **no later than** December 31 of the prior year.

ARTICLE IX: VOTING

Section 1. Each FULL MEMBER in good standing of the organization shall have one vote in elections and business that may come before the membership.

Section 2. **STUDENT MEMBERS, INDIVIDUAL SUPPORTING MEMBERS AND ORGANIZATIONAL SUPPORTING MEMBERS CANNOT** vote.

Section 3. **PROXY VOTES:** The maximum number of proxy votes held by one FULL MEMBER in good standing shall not exceed ten (10) percent of the total number of FULL MEMBERS in good standing. All proxy votes must contain the original signature of the absent FULL MEMBER as well as statement authorizing the present FULL MEMBER to cast a vote on his/her behalf.

Section 4. The person to whom any proxy is assigned must also be a FULL MEMBER in good standing, as verified by the Board thirty (30) days prior to a vote.

ARTICLE X: MAIL REFERENDUM

Section 1. The Executive Board may conduct a mail or email referendum on any business that might come before the membership except for elections of officers and amendments to the Bylaws.

Section 2. Motions may be voted on by the membership by mail or email referendum as follows:

- a. Mail or email referendum may be drafted and submitted by appointed liaisons.
- b. The liaisons shall be responsible for the dissemination and validation of all mail or email referendums to all voting members in good standing.
- c. A simple majority of the ballots cast will determine the outcome of the election.

ARTICLE XI: PARLIAMENTARY AUTHORITY

Section 1. The rules contained in the current edition of Robert's Rules of Order and Robert's Rules of Order-Simplified and Applied shall serve as a guide for the management of business meetings and any other rules of order the organization may adopt.

ARTICLE XII: AMENDMENTS TO THE BYLAWS

Section 1. The bylaws may be amended by a vote of two-thirds (2/3) of the ballots cast at the annual business meeting or at another meeting prescribed by the Executive Board.

Section 2. The Executive Board may make non-substantive adjustments in the bylaws. Such changes shall be limited to those required by standard English usage. They shall not in any way affect the spirit of the bylaws, or the activities and privileges of the membership.

ARTICLE XIII: COMMITTEE STRUCTURE

Section 1. All standing committees of NAOBI-Atlanta will be approved by the Executive Board and an appointed member of the Executive Board will serve as the Board Liaison.

Section 2. The President of the aforementioned organization, with support of the Executive Board, will approve all Ad Hoc Committees of NAOBI-Atlanta.

ARTICLE XIV: DISSOLUTION OF ORGANIZATION

Section 1. In the case of dissolution, all moneys will be used to pay off any outstanding debts. The remaining sum will be donated to an organization of like cause as voted upon by the membership.



Mission Statement for NAOBI-Atlanta

To promote excellence and empowerment among African Americans/Blacks to achieve a level of professionalism in the sign language interpreting field where they are known as skilled credentialed and/or certified interpreters who assist others in achieving similar successes in a multicultural, multilingual environment.