

**SHRM Alabama State Council Bylaws**

**Adopted: January 22, 2005**

**Revised: August 2006**

**ARTICLE 1  
NAME**

The name of the council shall be the SHRM Alabama State Council, Inc. (also referred to as the Alabama State Council of SHRM and hereinafter referred to as "the State Council" or "the Council"). To avoid potential confusion, the State Council will refer to itself as the "SHRM Alabama State Council," and not as "SHRM" or the "Society for Human Resource Management."

**ARTICLE 2  
OFFICES**

The principal office of the State Council shall be located at such place as shall be determined by the Governing Body of the State Council. The State Council may also have offices at such other places as the Governing Body of the State Council may from time to time determine.

**ARTICLE 3  
PURPOSES**

The purposes of the State Council shall be on a non-profit basis to promote the purposes of the Society for Human Resource Management (SHRM) by providing a structure for SHRM members in the State of Alabama (hereinafter referred to as "the State ") to consult together concerning the affairs, activities, needs and problems of SHRM in the state and to adopt programs which will promote the progress and welfare of SHRM in the human resource profession as a whole, including, without limitation, the provision of channels of communication between Chapters, the State Council, and the appropriate Regional Council, provision of services to all members of the human resource management profession within the State, and the provision of leadership training at the state level.

**ARTICLE 4  
FISCAL YEAR**

The fiscal year of the State Council shall be the calendar year.

**ARTICLE 5  
GOVERNING BODY**

**Section 5.1: Powers and Duties.** The State Council shall consist of the Governing Body. The Governing Body shall manage and control the property, business, and affairs of the State Council, and in general exercise all powers of the State Council.

**Section 5.2: Number and Privileges.**

A. The following shall be voting members of the Governing Body: one (1) State Director; one State Director-elect; one (1) immediate past state director; one (1) Business Manager (incorporates duties of Secretary and Treasurer); one (1) Director for each Core Leadership Area (CLA) established by SHRM; four (4) District Directors; one (1) Membership Services Director; two (2) Directors for At-Large members; and one chapter president from each of the SHRM affiliated chapters located within the State.

B. The Governing Body may contain as many non-voting members as the State Director deems necessary and appropriate to perform the functions of the State Council.

**Section 5.3: Qualifications.** All members of the Governing Body, both voting members and non-voting members, must be SHRM members in good standing throughout the duration of participation on the Governing Body. Non-voting members shall be drawn from such positions as the State Director feels should participate in the State Council in the best interest of the State Council and SHRM, including without limitation, those positions such as student chapter presidents, student chapter advisors, and others whom the State Council feels should participate in the best interests of the SHRM.

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**Section 5.4: Election and Appointment-Term of Office.**

- A. The State Director and State Director-Elect shall be elected from the current year's Governing Body by its voting members no later than November of each election year for the upcoming term. The President of each SHRM Chapter within the State shall be an ex-officio Chapter President on the State Council with full voting rights. The Membership Services Director, Director(s) At-Large, District Directors and Core Leadership Area (CLA) Directors shall be appointed by the State Director and will have full voting rights. The Business Manager (incorporates duties of the Secretary and Treasurer) shall be nominated by the State Director and elected by a majority vote of the Governing Body upon which such Business Manager will serve and will have full voting rights. The Immediate Past Director shall serve a two-year term immediately following tenure as state director.
- B. Non-voting members of the Governing Body shall be appointed by the State Director with the prior concurrence of the Governing Body upon which such non-voting members will serve.
- C. Leaders filling all positions on the Governing Body both voting and non-voting, must be SHRM members in good standing within the State through the duration of participation on the Governing Body.
- E. The State Director, State Director-Elect, and the Business Manager shall be elected to a two-year term beginning January 1 and ending December 31. The Business Manager may be elected for one additional two year term. All other members of the Governing Body shall be elected or appointed to a one-year term beginning January 1 and ending December 31 and may serve in the same position for not more than a total of three consecutive years.

**Section 5.5: Removal.** Any member of the Governing Body may be removed for actions contrary to the best interests of the State Council or SHRM upon a two-thirds vote of the entire voting members of the Governing Body. In addition to removal for cause pursuant to the previous sentence, Chapter Presidents will be removed to the extent they vacate or are removed from their position as President of their respective SHRM Chapter.

**Section 5.6: Vacancies.** Any vacancy in the State Director position shall be filled for the unexpired term by the State Director-Elect. Any vacancy in any other position on the Governing Body other than Chapter President shall be filled by appointment by the State Director with the concurrence of that person or body which must concur in the original appointment of such position. Any vacancy in the Chapter President position will be filled as and when the respective Chapter elects or appoints a new President.

**Section 5.7: Governing Body Meetings.** The Governing Body shall meet at least three times each year, the first of such meetings shall be held before March 31. At least two of these meetings will be in person meetings.

**Section 5.8: Special Meetings of the Governing Body.** Special meetings of the Governing Body may be called by the State Director, or in the case of the absence or disability of the State Director, by the State Director-elect, and/or Business Manager. A special meeting shall be called upon written request of a majority of the voting members of the Governing Body.

**Section 5.9: Notice of Meetings.** Written notice of each Governing Body shall be given to each member at least fifteen (15) days before such meeting.

**Section 5.10: Quorum for Governing Body Action.** One-half (1/2) of the entire number of voting members of the Governing Body constitute a quorum for the transaction of business. The act of a majority of voting members present-either in person, or by conference phone at any meeting at which there is a quorum shall be the act of the Governing Body, except to the extent that the Bylaws or state law may require a greater number. In addition the Governing Body may act by unanimous written consent of all voting members.

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Section 5.11: Presiding Member. At all meetings of the Governing Body, the State Director shall preside. In the absence of the State Director, the State-Director-Elect shall preside. In the absence of both the State Director and State Director-Elect, a chairperson shall be elected by a majority of voting members present.

**ARTICLE 6  
OFFICERS**

The State Director shall serve, as ex-officio, as President of the State Council, but, shall be referred to as State Director. The State Director-elect shall serve as Vice President. The Business Manager shall serve in the combined roles of Secretary and Treasurer.

**ARTICLE 7  
RESPONSIBILITIES OF GOVERNING BODY MEMBERS**

The responsibilities of each of the Governing Body members shall be as outlined in the Position Description as maintained within the SHRM Alabama State Council Operating Guide. The position descriptions are subject to change as deemed necessary by the State Council Director, Governing Body, or as modified to remain compliant with SHRM directives or federal and state regulations.

**ARTICLE 8  
COMMITTEES**

Committees of the Governing Body may be appointed by the State Director, subject to such conditions or limitations as may be specified by the Governing Body. Such Committees may include, without limitation, an Executive Committee consisting of the State Director, the State Director-Elect, the Membership Services Director, the Business Manager, and any other voting member of the Governing Body appointed to the Executive Committee by the Governing Body, which Executive Committee shall have the authority to act on behalf of the Governing Body in between meetings of the Governing Body on any matter except for dissolution, merger, sale of all or substantially all assets of the State Council, amendment of the articles of incorporation, bylaws or similar documents, or any other matters which applicable state law or resolution of the Governing Body prohibits such Executive Committee from taking action upon.

**ARTICLE 9  
ELECTRONIC VOTING**

Electronic voting has not been approved for non-profit corporations in the State of Alabama. Voting is limited to in person or proxy voting. Voting by mail for directors is allowed, but not electronic voting

**ARTICLE 10  
WITHDRAWAL OF STATE COUNCIL STATUS**

State Council status may be withdrawn by a two-thirds (2/3) vote of the then entire number of voting members of the SHRM Board of Directors upon finding that the activities of the Council are inconsistent with or contrary to the best interests of SHRM. Prior to withdrawal of such status, the State Council shall have an opportunity to review a written statement of the reasons for such proposed withdrawal and an opportunity to provide the SHRM Board of Directors with a written response to such a proposal within a thirty (30) day period. After withdrawal of State Council status, the SHRM Board of Directors may cause a new state council to be created, or, upon affirmative vote of two-thirds (2/3) of the then entire number of voting SHRM Board of Directors and the consent of the body which has had State Council status withdrawn, may reconfer State Council status upon such body.

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**ARTICLE 11  
RELATIONSHIPS**

The State Council is a separate legal entity from SHRM. It shall not be deemed to be an agency or instrumentality of SHRM or another State Council, and SHRM shall not be deemed to be any agency or instrumentality of the State Council. The State Council shall not hold itself out to the public as an agent of SHRM without express written consent of SHRM. The State Council shall not contract in the name of SHRM without the express written consent of SHRM. The relationship of the State Council and SHRM is also governed by the terms and conditions of the State Council Charter granted by SHRM to State Council and accepted by State Council.

**ARTICLE 12  
STATE COUNCIL DISSOLUTION**

In the event of the State Council's dissolution and after payment of expenses owed by the State Council have been paid, all monies maintained in the treasury will be donated to the SHRM Foundation. Upon direction of the Governing Body, all property may be sold and monies donated to the SHRM Foundation along with other cash and deposits belonging to the State Council.

**ARTICLE 13  
STATEMENT OF ETHICS**

The State Council adopts SHRM's Code of Ethical Standards for the HR Profession for members of the Council in order to promote and maintain the highest standards among its members. Each member shall honor, respect and support the purpose of the State Council and SHRM.

**ARTICLE 14  
PARLIAMENTARY PROCEDURE**

Meetings of the State Council shall be governed by the rules contained in Robert's Rules of Order (newly revised) in all cases to which they are applicable and in which they are consistent with the Bylaws of the State Council.

**ARTICLE 15  
BYLAW AMENDMENTS**

The Bylaws of the State Council may be amended by two-thirds (2/3) vote of the Governing Body voting members present at a meeting at which a quorum exists, provided such amendment is circulated in writing at least fifteen (15) days prior to such meeting and provided such amendments have been pre-approved by the SHRM President/CEO or his/her designee, as being in furtherance of the purposes of SHRM and not in conflict with the Society's Bylaws.

**ARTICLE 16  
TERMS USED**

As used in these bylaws, feminine or neuter pronouns shall be substituted for those of the masculine form, and the plurals shall be substituted for the singular number in any place where the context may require such substitution or substitutions.

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Paula Watkins  
State Council Director (Name)

10/18/06  
Date

Paul E Aldred  
Approved SHRM President/CEO (or designee)

9/14/04  
Date

Paula Watkins  
State Council Director (Signature)

OK  
Paul E Aldred  
9/11/06