

ARTICLE I. NAME

The name of the Association shall be the **Louisiana Registry of Interpreters for the Deaf** (LRID).

ARTICLE II. OBJECTIVE

The principle objective of the Association is to initiate, sponsor, promote, and execute policies and activities that will further the profession of interpretation of American Sign Language and English and the transliteration of English. This Association shall be the state affiliate chapter of the Registry of Interpreters for the Deaf, Inc., (RID) and uphold their purpose, and abide by the rules and procedures established for Affiliate Chapters of RID.

ARTICLE III. MEMBERSHIP

The membership year of the Association shall begin on July 1st and end on June 30th of each year. Membership is good for the fiscal year in which it is activated.

Section 1: Categories and Eligibility of Membership

The Association shall have the following categories of non-transferable membership:

A. Voting

A Voting Member shall be a resident of Louisiana and a member in good standing of any voting membership category of RID. Certified Retired Members shall have voting privileges.

B. Supporting (Non-Voting)

A Supporting Member shall support the Association, may or may not be a member of RID, and carries no voting privileges.

C. Organizational

An Organizational Member is any organization with an interest in supporting the Association and carries no voting privileges.

D. Lifetime

A lifetime membership is granted upon approval during the General Business Meeting and shall include all rights and privileges of the membership category in which eligibility is met. Annual Association membership dues are waived.

The LRID Policy and Procedures Manual lists Membership types and dues.

Section 2: Dues

- A. To remain in good standing, a member must pay annual dues in advance of July 1st of each fiscal year, in amounts to be fixed from time to time by the membership or the Board of Directors.
- B. The Board of Directors may increase or decrease membership dues by no more than ten (10) percent. A change of more than ten (10) percent requires a majority vote of the membership.
- C. Dues may vary for each category and are in the LRID Policy and Procedures Manual.

Section 3: Voting Rights and Requirements

- A. Each Voting Member of the Association shall be entitled to one vote in meetings, referenda, and/or elections. Absentee votes and proxy votes are not permitted.
- B. Motions pertaining to evaluations, certifications, and standards/ethics may only be voted upon by eligible Certified Voting Members.
- C. Upon receipt of appropriate documentation, a member who has a change in membership category will immediately be entitled to the privileges thereof. Beginning with the next membership year dues for that member shall be based on the new membership category.

Section 4: NAD-RID Code of Professional Conduct Compliance

Individual members of the Association shall abide by the NAD-RID Code of Professional Conduct.
(NAD - National Association of the Deaf)

Section 5: Liability of Members

No individual who is now or who later becomes a member of the Association, shall be personally liable to its creditors for any indebtedness or liability, and any and all creditors shall look only to the assets of the Association for payment.

ARTICLE IV. BOARD OF DIRECTORS

Section 1: Composition of Board of Directors

The Board of Directors shall be composed of the President, Vice President, Secretary, Treasurer, and Member-at-Large.

Section 2: Powers and Limitations

The management of the Association may be delegated from the membership to the Board of Directors. Decisions of the Board of Directors may be vetoed by two-thirds majority vote during a General Business Meeting in which a quorum is present.

Unless so authorized by the Board of Directors, no officer or agent shall have any power or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable monetarily for any purpose or in any amount. All charges, responsibilities, and membership directives shall persist until fulfilled regardless of any changes to the makeup of the Board of Directors.

Section 3: Duties

A. General Duties

1. Performs duties as prescribed by the membership.
2. Approves expenditures as deemed necessary to conduct the business of the Association.
3. Meets quarterly to conduct business via any method of communication (face-to-face or electronic) as long as all Directors may participate equally and fully. A majority of the Directors constitutes a quorum.
4. Appoints a CMP Coordinator to manage all activities involving CEUs sponsored by the Association.
5. If designated, co-sign checks.
6. Submits quarterly and year-end reports to the membership.
7. Submits all documentation as outlined in the RID Affiliate Chapter Handbook.

The LRID Policy and Procedures Manual expands on specific duties for each Board Member.

B. Officers

1. President
 - a. Presides at all meetings of the members or the Board of Directors.
 - b. Represents the Association, or appoints a representative(s), in all appropriate activities. Expenses may be covered pending availability of funds.
 - c. Appoints committees, chairpersons, and Parliamentarians for General Business Meetings.
 - d. Appoints, suspends, and/or removes person(s) authorized to conduct financial transactions and make other commitments for the Association.
 - e. Serves as an ex officio member of all committees.

2. Vice President

- a. In the absence or disability of the President, shall assume all duties of the President.
- b. Serves as Conference Chair and coordinates professional development opportunities.

3. Secretary

- a. Maintains records of the proceedings of the Board of Directors and meetings of the members.
- b. Maintains the membership list of the Association.
- c. Coordinates and distributes information via newsletter, email, and/or website.

4. Treasurer

- a. Supervises the receipt, disbursement, and safekeeping of all Association funds.
- b. Distributes membership verification documents.

5. Member-at-Large

This position should be held by an eligible d/Deaf, DeafBlind, or Hard-of-Hearing person. If a d/Deaf, DeafBlind, or Hard-of-Hearing person is not nominated, then an eligible hearing member may be nominated to occupy this position.

- a. Serves as liaison between the Association and other organizations. Membership fees for other organizations will be paid or reimbursed upon approval by the Membership or the Board of Directors.
- b. Attends meetings of other organizations. Travel and/or registration fees are paid pending the availability of funds.
- c. Coordinates activities, communication, and dissemination of information between the Association and other organizations.

Section 4: Qualifications

All candidates for the Board of Directors shall be a Voting Member in good standing of the Association and a member in good standing of RID for a minimum of twelve (12) months leading up to the election.

Section 5: Terms of Office

- A. The following officers shall be elected during the General Business Meeting to serve two-year terms of office as follows:

LRID Bylaws: Revised 11.05.2022

1. Elected odd numbered years:

President, Secretary, Member-at-Large

2. Elected even numbered years:

Vice President, Treasurer

- B. No officer shall hold the same office for more than two consecutive terms.

Section 6: Nominations and Elections

- A. Elections must be held annually by December 1st during General Business Meetings.
- B. A call for nominations shall begin no less than thirty (30) days prior to the election.
- C. Nominations will be accepted from members in good standing of the Association.
- D. Nominations may be accepted from the floor during the General Business Meeting.
- E. To constitute a valid election, ballots must be cast by at least fifty (50) percent of the Voting Members present at the General Business Meeting.
- F. No vote is required for positions with only one nominee.
- G. In the event of a tie, a run-off election shall be held during the General Business Meeting.
- H. The Oath of Office will be administered to the newly elected officers at the conclusion of the General Business Meeting during which the voting occurred.

Section 7: Vacancies

Vacancies are created by the resignation, removal, incapacitation, or death of any Director. If a Director moves out of state more than three (3) months prior to the completion of their term, their immediate resignation is required.

- A. A resignation requires written notice to the Board of Directors.
- B. If the office of the President becomes vacant, the Vice President automatically becomes President for the unexpired term.
- C. Removal of any Director shall be done for any of the following reasons:
 1. does not maintain membership in the Association and RID
 2. has not acted in good faith in the fulfillment of the duties inherent to the office
 3. fails to attend two (2) scheduled Board meetings within a twelve-month period

4. has a substantiated formal grievance against them
5. has any legal action against them or for cause as detailed in the latest edition of *Robert's Rules of Order Newly Revised*

Removal of a Director must be approved by a majority of the Voting Members present and voting at a General Business Meeting or a Special Meeting, or by a majority of the Board of Directors. Notification of the meeting shall be given to the Voting Members or the Board of Directors at least seven (7) days prior to such a meeting. The procedures governing the removal of a Director are in the Policy and Procedures Manual.

- D. The Board of Directors, by a majority vote, shall appoint a person satisfying the qualifications to fill the vacancy for the remaining term of office. Such an appointment will not constitute a term of office.

Section 8: Compensation

The Board of Directors shall receive no compensation or financial incentive for performing the duties of their respective office.

ARTICLE V. COMMITTEES

Standing, special, and/or ad hoc committees are formed to carry out the objective of the Association. The Board of Directors oversees the activities of these committees. The committees provide periodic reports to the Board of Directors and to the membership at General Business Meetings.

The President, with Board of Directors approval, shall appoint the committee chair. The committee chair may appoint committee members. A quorum shall consist of a majority of the committee members.

Detailed charges, timelines, and scope of work are in the Policies and Procedures Manual.

ARTICLE VI. MEETINGS OF MEMBERS

Meetings are held to conduct business of the Association.

Section 1: General Business Meeting

A General Business Meeting shall be held annually.

- A. The Meeting should occur in conjunction with the annual conference.
- B. Date and location will be designated by the Membership or the Board of Directors with written notice given to the membership at least thirty (30) days prior to the meeting.
- C. Locations will rotate around the state.

- D. Minutes will be disseminated to the membership within forty-five (45) days after the conclusion of the meeting.

Section 2: Special Meetings

- A. May be called at any time by the Board of Directors or by petition to request a meeting sent to the Board of Directors. The petition must contain signatures from a minimum of ten (10) percent of the Voting Members of the Association.
- B. Written notice of the date and location will be disseminated to the membership at least thirty (30) days prior to the meeting.
- C. Results of any Special Meeting shall be disseminated to the membership within forty-five (45) days after the conclusion of the meeting.

Section 3: Quorum

- A. A quorum shall consist of no less than ten (10) percent of the eligible Voting Members of the Association.
- B. Voting on motions pertaining to evaluations, certifications, and standards/ethics requires a quorum of no less than ten (10) percent of the eligible Certified Voting Members of the Association.

ARTICLE VII. PROFESSIONAL DEVELOPMENT

Opportunities will be provided at least once a year for the purpose of professional development.

- A. A conference will be held annually.
- B. Other opportunities shall be provided if feasible.
- C. Dates and locations will be designated by the Membership or the Board of Directors with written notice given to the membership at least thirty (30) days prior to the event.
- D. Locations will rotate around the state.

ARTICLE VIII. SPECIAL REFERENDUM

- A. Motions via special referendum may be drafted and submitted by the Board of Directors or by petition of at least ten (10) percent of the Voting Members of the Association sent to the Board of Directors.
- B. Written notice stating and describing all motions, procedures, and deadlines for voting shall be provided to all Voting Members at least forty-five (45) days prior to the voting deadline.
- C. A minimum of no less than ten (10) percent of the eligible Voting Members of the Association voting in favor of the motion is required to pass.
- D. Results of the vote shall be disseminated to the membership within forty-five (45) days after the voting deadline.

ARTICLE IX. FISCAL YEAR OF THE ASSOCIATION

The fiscal year of the Association shall begin on July 1st and end on June 30th of each year.

ARTICLE X. FEES AND ASSESSMENTS

Fees and assessments are outlined in the Policy and Procedures Manual.

ARTICLE XI. AMENDMENT OF BYLAWS

- A. May be amended or repealed by approval of two-thirds of the quorum voting during the General Business Meeting or by Special Referendum with forty-five (45) days prior notice.
- B. A copy of the amended Bylaws shall be forwarded to the RID Regional Representative and to RID as prescribed in the RID Affiliate Chapter Handbook.

ARTICLE XII. NON-DISCRIMINATION POLICY

The Association does not and shall not discriminate on the basis of age, color, creed, disability, ethnicity, gender, gender expression, gender identity, hearing status, marital status, military status, national origin, race, religion, sex, or sexual orientation, in any of its activities or operations.

Activities include, but are not limited to, matters of membership, representing the Association, conference/professional development attendance, selection of volunteers and vendors, and provision of services.

ARTICLE XIII: DISSOLUTION OF THE ORGANIZATION

- A. May occur upon two-thirds majority vote of the quorum during a General Membership Meeting.
- B. Any and all assets, movable or immovable, of any worth or value, will be converted into cash, whether by sale or other necessary means and said cash monies will be deposited and held in an escrow account. Any and all interest from monies deposited in the aforementioned account will be held in the same account. Should a period of five (5) years pass and the Association has not been reestablished, funds will be transferred to a non-profit 501(c)(3) d/Deaf, DeafBlind, Hard of Hearing or Sign Language interpreting organization in Louisiana selected at the time of dissolution.
- C. Upon dissolution, the President shall forward all records to RID.

ARTICLE XIV. PARLIAMENTARY AUTHORITY

The latest edition of *Robert's Rules of Order Newly Revised* shall govern the Association with the exception of special rules of order the Association may adopt.

Adopted: Oct. 1, 1969. Revised: Sept. 24, 1983; Sept. 29, 1984; Mar. 2, 1985; Sept. 27, 1986; Feb. 25, 1989; Sept. 28, 1991; Sept. 26, 1992; April 13, 1996; Dec. 2005; Mar. 27, 2010; Oct. 23, 2010; Sept. 24, 2011; Oct. 13, 2018; April 2, 2022; *November 5, 2022*