

Step on Poverty Bylaws

Article I - Name and Purpose

Section 1 - *Name*: The name of the organization shall be **Step on Poverty**. It shall be a nonprofit organization filed as a 501(c)(3) organization. It is to be incorporated under the laws of the State of Michigan.

Section 2 - *Purpose*: **Step on Poverty** is organized exclusively for charitable and educational purposes such as:

- to promote economically sound acts of charity in the community of Troy and beyond,
- to carry out charitable acts with intellectual judgement and reasoning, and
- to engender a community that is improved through the effect of economic responsibility and acumen.

Article II - Membership

Section 1 - *Membership Eligibility*: All citizens of the United States of America, willing and able, are welcome to join and become a member of the organization.

Section 2 - *Membership Requirements*: In order to officially become a member, eligible members must fill out an application which must be approved by majority of the Officers.

In order to retain membership status members must do the following:

- Shows consistent commitment to the organization
- Practices responsibility and carries out respectable choices

Section 3 - *Dues*: **Step on Poverty** will not issue out any dues to its members.

Section 4 - *Rights of Members*: Each member shall have the ability to issue input on voting topics and will be able to cast 1 (one) vote.

Section 5 - *Resignation*: Any member may resign by filing a written resignation with the secretary.

Article III - Meetings of Members

Section 1 - *Regular Meetings*: Regular meetings of the members shall be held as needed.

Section 2 - *Special Meetings*: Special meetings may be called by the Officers

Section 3 - *Notice of Meetings*: Notice of each meeting shall be sent to each voting member, by email or messenger, no less than one week prior to the meeting. Special Meetings are exempt of this rule.

Section 4 - *Quorum*: The members present at any official meeting (properly announced, either special or regular) shall constitute a quorum.

Section 5 - *Voting*: All issues to be voted on shall be decided through a vote of majority based on present members and Officers.

Article IV - Officers

Section 1 - *Terms*: All officers shall serve unlimited terms unless met with resignation, the act of stepping down, or a vote of no confidence.

Section 2 - *Direct Election Procedures*: If an Officer resigns or steps down, the Officer will be asked to attentively choose a replacement who is a current member of **Step on Poverty** and is extremely qualified for the position. The nomination for the Officer position will be presented at the upcoming official meeting. The nomination must be confirmed by majority of the Officers.

Section 3 - *Officers and Duties*: There shall be 6 (six) officers of **Step on Poverty** consisting of a 2 (two) Executive Directors, 1 (one) Secretary, 1 (one) Treasurer, 1 (one) Public Relations, and 1 (one) Director of Education and Economics.

Section 4 - *The Executive Directors*: The Executive Directors shall convene regularly scheduled meetings, call votes to order, and keep the organization in its entirety organized. Should both of the Executive Directors be absent from a meeting, the Officers that will preside at the meeting follow in this order: Director of Education and Economics, Public Relations, Secretary.

Section 5 - *The Secretary*: The Secretary shall be responsible for keeping records of actions, sending out meeting announcements, taking member attendance, and the organization of all of the nonprofit's files in assurance that all records are maintained.

Section 6 - *Director of Education and Economics*: The Director of Education and Economics shall keep an ongoing report of the organization's budget, report the current budget at each meeting, develop sound financial decisions, ensure pragmatic decision making for all of the organization's decisions, and operating and research or development.

Section 7 - *The Public Relations*: The Public Relations Officer is the head of all social media and client correspondence. Responsibilities include the bi-weekly maintenance of all social media mediums, and the monthly minimum contact of all clients.

Section 9 - *Vacancies*: Should there be any vacancies, any open Officer positions (due to death or removal) may be filled by a member directly elected by the Officers, in a majority vote, for the unexpired portion of the term.

Article V - Amendments

Section 1 - *Amendments*: These bylaws may be amended when necessary by two-thirds majority vote of the Officers and the members. Proposed amendments must be submitted to the Secretary to be sent out with regular meeting announcements.