

By-Laws

Arkansas Chapter of the Ninety-Nines

ARTICLE I: NAME: The name of this organization shall be ARKANSAS CHAPTER OF THE NINETY-NINES

ARTICLE II: LOCATION: This chapter shall be in the South Central Section of the Ninety-Nines and shall include the State of Arkansas.

ARTICLE III: PURPOSE and POLICY:

Section 1 Purpose: The purpose of this organization shall be to engage in aviation safety, educational, charitable, and/or scientific activities and purposes and particularly to promote aeronautical science by such means as it not inconsistent with the educational, charitable and scientific purposes of the International organization.

Section 2 Policy: No substantial part of the activities of the Chapter shall be the carrying on of propaganda or otherwise attempting to influence legislation. The Chapter shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of any person running for public office.

ARTICLE IV: MEMBERSHIP: Rules for memberships set up in the International By-Laws shall govern, specifically:

Section 1 Requirements for membership:

Any woman pilot shall be eligible for membership in this Chapter if she is of good character, and in presenting her application, she can show satisfactory evidence that she:

- (1) Holds a pilot certificate, or
- (2) Meets the applicable student pilot certification requirements of the governing aviation authority where training is being received, or
- (3) is a military pilot;
- (4) Agrees to abide by the By-Laws of THE NINETY-NINES;
- (5) Maintains active membership in the THE NINETY-NINES INTERNATIONAL ORGANIZATION OF WOMEN PILOTS.

Section 2 Procedure for attaining membership in the Arkansas Chapter:

New members will be accepted after completing the online application process at www.ninety-nines.org.

Section 3 Classification of members:

The classification of members shall be as defined in the International By-Laws, Article V, Section 4.

ARTICLE V: REPRESENTATION AND RIGHTS OF MEMBERS: Each member of the Arkansas Chapter shall be entitled to one (1) vote and to receive notification of meetings one week prior to said meeting.

ARTICLE VI: QUORUM: A quorum shall consist of one-fourth (1/4) of the Arkansas Chapter official membership provided at least three (3) members of the Executive Board are present. A

quorum must be present for the purpose of expelling from membership, deposing from office, or discharging a committee. At least seven (7) days prior written notice is required for any of the above activities.

ARTICLE VII: ELECTIONS: Candidates for each office shall be elected by a majority vote of members present.

ARTICLE VIII: EXECUTIVE BOARD:

Section 1 Composition and duties:

The Executive Board (also known as the Board of Directors) shall be composed of the elective officers and the immediate past Chairman. The Board shall meet when called by the Chairman, date agreed upon by the Board Members, and shall be authorized to act in emergencies arising between regular meeting of the Chapter. Action taken by this board shall be reported at the next regular meeting of the Chapter.

Section 2 Quorum:

A quorum of the Executive Board shall be three (3) members.

ARTICLE IX: ELECTED OFFICERS:

Section 1 Officers:

The elected officers shall consist of a Chairman, Vice-Chairman, Secretary, Treasurer, and Membership Chairman.

Section 2 Duties of officers:

- (A) The Chairman shall preside at all meetings; appoint committee chairmen; appoint any temporary officers; and subject to the control of the Executive Board and Membership, generally supervise, direct and control the affairs of the chapter; and perform such other duties as usual to this office. Nominees for this office must have been a member for at least one (1) year.
- (B) The Vice-Chairman shall assist the Chairman and preside in her absence, resignation or removal from office; be Program Chairman; act as Parliamentarian; and perform such other duties as are usual to this office.
- (C) The Secretary shall keep a record of all transactions at meetings; file all papers and documents pertaining to chapter transactions; keep the original Chapter By-Laws in the Secretary files, and perform such other duties as are usual to this office.
- (D) The Treasurer shall keep records and control all money transactions for this Chapter with the approval of the Executive Board, and report thereon at each meeting, and whenever requested by the Executive Board, orally and/or in writing. She shall make a written financial statement to be presented at the annual meeting of the Chapter.
- (E) The Membership Chairman shall seek out new members, inform the Chapter of the status of prospective members, be in charge of membership applications, take roll, and perform such other duties as are usual to this office.

Section 3 Term of office:

A term shall consist of one (1) year beginning June 1.

Section 4 Vacancy in office:
A vacancy in any elected office other than Chairman shall be filled through appointment by the Executive Board.

ARTICLE X: COMMITTEE CHAIRMEN:

Section 1 Permanent Committee Chairmen:
Permanent Committee Chairmen that may be appointed by the Chapter Chairman, with the approval of the Executive Board are: Aviation and Space Education, Airmarking, AE Scholarship, and News Reporter.

Section 2 Temporary Committee Chairmen:
Temporary Committee Chairmen may be appointed by the Chapter Chairman when special occasions arise.

ARTICLE XI: MEETINGS:

Section 1 Number:
There shall be at least four (4) scheduled business meetings and as many educational and/or flying activities per year as feasible.

Section 2 Annual Meeting:
The Chapter shall meet annually at a time and place approved Board. Official notice of the annual meeting shall be sent to each member ten (10) days in advance of the meeting.

Section 3 Special Meetings:
Special meetings may be called by the Chairman or on request of three (3) members.

ARTICLE XII: CONDUCT OF MEETING:

Section 1 The latest revised Robert's Rules of Order shall govern the conduct of meetings of the membership and the Board. In case of any conflict with International Articles or By-Laws, such International Articles or By-Laws shall govern.

Section 2 A majority of votes of members present shall constitute a carrying vote, except when a quorum is required as stated in Article VI.

Section 3 The Chairman of the Chapter shall conduct as much of the Chapter business as deemed desirable at Board meetings, Secretary shall keep minutes of these Board meetings, and such minutes shall be read at the next regular meeting.

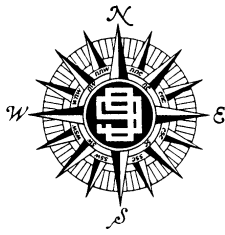
ARTICLE XIII: FISCAL YEAR: The fiscal year of the Arkansas Chapter of the Ninety-Nines shall begin on June 1 and end on May 31 of the following year.

ARTICLE XIV: DUES: Dues shall be payable as stated in the International By-Laws, Article VI, Section 3. Chapter dues shall be designated annually by majority vote. Chapter dues are voluntary and considered a donation.

ARTICLE XV: NET EARNINGS: No part of the net earnings of the Chapter or any of its assets shall ever inure to any officers or member with the exception of Scholarships.

ARTICLE XVI: NON-PROFIT CORPORATION: This Chapter shall not be operated for profit, but solely for the purposes set forth in the Bylaws by the Chapter.

ARTICLE XVII: REVISIONS AND AMENDMENTS: These By-Laws may be amended and/or revised by the affirmative vote of two-thirds (2/3) of the active Arkansas Chapter members present, provided a copy of the proposed amendment(s) have been sent to each member ten (10) days in advance of the meeting.



THE NINETY-NINES, INC.

COLORADO CHAPTER



STANDING RULES

Rule 1. Members are requested to wear 99 insignia to meetings.

Rule 2. The newsletter of the Chapter, the *Crosswind Chatter*, shall be provided to all Colorado Chapter members, International officers, South Central Section officers and the Chairmen of other Chapters in the state of Colorado. Printed or electronic copies shall be sent to prospective 99s for six months. Subscriptions via U.S. mail shall be \$10.00 per year and electronic copies shall be sent at no cost to any interested party.

Rule 3. The Chapter shall pay for the Chairman's registration fee for Section and International meetings.

Rule 4. Each new member shall be given a Colorado Chapter name badge.

Rule 5. The current Committees are:

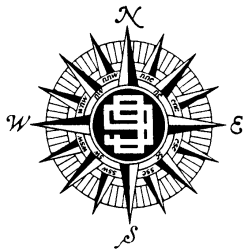
Airmarking	Poker Run
Collegiate Wing	Programs
Flying Activities	Scholarships – International
Fundraising	Scholarships – Chapter
Membership	Website & Social Media
Newsletter	Youth Outreach

There may be individual positions, as designated by the Board.

Rule 6. The regular meeting of the Chapter shall be held on the second Saturday of each month unless otherwise scheduled by the Board. An educational and social meeting shall be held quarterly on the fourth Thursday of the designated month, alternating between Centennial and Rocky Mountain Metropolitan airports.

Rule 7. All expenses shall be submitted to the Treasurer within two months of the end of an event. The Chapter, by Board decision, may refuse to pay expenses that are submitted more than two months after the end of the event for which they were incurred. If monies are due to the Chapter from an event, invoices shall be issued to the responsible parties within thirty days. No member shall make a commitment (financial or physical) involving the Chapter without the Board of Directors or membership approval.

Rule 8. Standing Rules may be adopted, amended, repealed or suspended by a two-thirds vote of those present at any meeting.



THE NINETY-NINES, INC.

COLORADO CHAPTER



BYLAWS

ARTICLE I. Name:

The name of this organization shall be the Colorado Chapter of the Ninety-Nines, Inc., referred to as Chapter or the Chapter.

ARTICLE II. Purpose:

The purpose of this Chapter shall be to further the objectives of The Ninety-Nines, Inc., as stated in the International Certificate of Incorporation, and to support aviation in the state of Colorado.

ARTICLE III. Membership:

In order to be a member of the Chapter, one must first become a member of the International Organization. Requirements for that membership shall be as stated in the International Bylaws and Standing Rules.

ARTICLE IV. Fiscal:

Section 1. The revenue of the Chapter shall be derived from fund raising and contributions and other means as may be approved by the Board, none of which may be inconsistent with the provision of Section 501(c) (3) of the Internal Revenue Code.

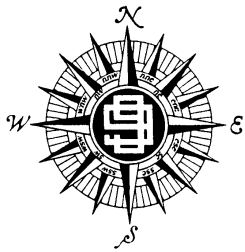
Section 2. The fiscal year shall begin June 1 and end May 31 of the following year or shall coincide with that of the International organization.

ARTICLE V. Officers and Their Election:

Section 1. Elected officers of the Chapter shall be a Chairman, Vice-Chairman, Secretary, Treasurer and two Directors. They shall take office at the beginning of the fiscal year and serve for a term of two years. No officer, with the exception of the Treasurer, shall be eligible to serve in the same office for more than two consecutive terms. The Directors shall serve on the Nominating Committee. One additional member shall be elected to the Nominating Committee.

Section 2. Nominations for officers shall be made by the Nominating Committee and they shall name at least one candidate for each office to be filled.

- a. Nominees for Chapter office must be members of the Chapter for at least one year immediately preceding the election.
- b. If any office has more than one member running, ballots shall be provided to all members by April 1 and shall be returned by May 1.



THE NINETY-NINES, INC.

COLORADO CHAPTER



- c. Where there is one nominee for a position, the election may be made by acclamation, unless there are write-in votes for the position.

Section 3. In the event of a tie vote for any position on a ballot, a run-off election shall be held at the next regular meeting.

Section 4. If a vacancy occurs in any office, the Board shall select a replacement to be voted on at the next regular meeting. A majority vote of those attending shall be required.

Section 5. Electronic Elections are hereby authorized and shall be conducted in accordance with the International Standing Rules.

ARTICLE VI. Duties of Officers:

Section 1. The Officers shall make all routine decisions for the Chapter. The Officers shall collectively be known as the Board.

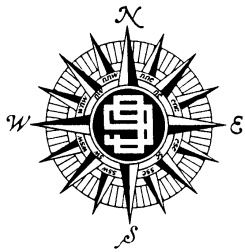
Section 2. The Chairman shall preside at all meetings of the Chapter, be an ex-officio member of all committees except the Nominating Committee, appoint committee chairmen as needed, appoint a financial auditor as needed, and perform all other duties usually pertaining to the office. The Chairman shall submit the 'Annual Awards' form to the Awards Chairman of the South Central Section before each fall section business membership meeting.

Section 3. The Vice-Chairman shall act as an aide to the Chairman and perform the duties of the Chairman in the absence of that officer.

Section 4. The Secretary shall be responsible for accurate records of business meetings, all decisions made at general meetings and any decisions made by email at any time between meetings.

Section 5. The Treasurer shall receive the money of the Chapter, keep an accurate record of the receipts and expenditures and pay out routine expenses. She shall file all required Section, state and federal reports. The Treasurer shall present a statement of account at each business meeting and submit a yearly report to be published in the Chapter newsletter within three months after the end of the fiscal year. At the discretion of the Board, a financial auditor, appointed by the Chairman, shall review the Treasurer's accounts. At the discretion of the Board, the Treasurer shall prepare a proposed budget.

Section 6. The Directors shall act as assistants to the Chair and perform other duties as requested by her. They shall act as the Nominating Committee.



THE NINETY-NINES, INC.

COLORADO CHAPTER



ARTICLE VII. Meetings:

Section 1. The regular meeting of the Chapter shall be held as stated in the Standing Rules.

Section 2. The Board shall hold a business meeting on a regular basis, normally monthly. A majority of the officers shall constitute a quorum. Board meetings shall be open to the general membership.

Section 3. A quorum for any business conducted at a regular Chapter meeting shall be a majority of those present.

ARTICLE VIII. Committees:

Section 1. The current committees shall be listed in the Standing Rules.

Section 2. Committee Chairmen shall report at each business meeting on their activities. If a Committee Chairman will not be at the meeting, she should submit a written report prior to the meeting.

Section 3. Committee Chairmen shall serve as advisors to the Board when decisions are under consideration.

ARTICLE IX. Amendments:

These bylaws may be amended at any regular meeting of the Chapter by a two-thirds vote of the members present and voting, provided notice of the proposed amendment has been given at the previous regular meeting and published in the previous issue of the Chapter newsletter.

ARTICLE X. Dissolution:

In the event of the dissolution and the discontinuance of this Chapter of The Ninety-Nines, after paying all the debts and obligations, or adequately providing therefore, the Colorado Chapter shall transfer title to all of its assets, both real and personal, to The Ninety-Nines, Inc.

Bylaws revised on March 11, 2017.

By the adoption of these bylaw revisions, all previous Bylaws of the Colorado Chapter are rescinded and no longer in effect.

**BYLAWS
of
THE SAN FERNANDO VALLEY CHAPTER OF THE NINETY-NINES**

Adopted January 2018

ARTICLE I

Section 1. NAME

The name of this organization shall be The San Fernando Valley Chapter of The Ninety-Nines, also known as The SFV 99s, a non-profit public benefit corporation operating under the Non-Profit Public Benefit Corporation Law of the State of California for public and charitable purposes.

ARTICLE II

Section 1. PURPOSE

The purpose of this organization shall be as stated in its entirety in The Ninety-Nines, Inc. Certificate of Incorporation.

Section 2. LEGISLATIVE AND POLITICAL PURPOSE

No substantial part of the activities of the Chapter shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Chapter shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 3. AFFILIATION

Affiliation of The San Fernando Chapter of The Ninety-Nines shall be governed by The Ninety-Nines, Inc. Bylaws.

ARTICLE III

Section 1. CHAPTER FUNDS AND FISCAL YEAR

All funds of the Chapter shall be deposited into a bank account in the name of The San Fernando Chapter of The Ninety-Nines.

The fiscal year of the Chapter shall begin June 1 and shall end May 31 of the following year.

Section 2. DISSOLUTION

Dissolution of this organization and the distribution of the assets therefrom shall be governed by The Ninety-Nines, Inc. Bylaws and provisions of Section 501(c)(3) of the current Internal Revenue Service Code.

Section 3. DUES

- A. Dues shall be paid to The Ninety-Nines, Inc. in accordance with The Ninety-Nines, Inc. Bylaws.
- B. The Chapter may accept voluntary donations.

ARTICLE IV

Section 1. MEMBERSHIP

Rules for membership and the classification of members are stated in The Ninety-Nines, Inc. Bylaws and shall govern.

- A. An Active member is defined in Article V, Section 4 (a) of The Ninety-Nines, Inc. Bylaws and Article IV, Membership, Southwest Section Bylaws.

Section 2. TERMINATION OF MEMBERSHIP

Membership termination shall be per The Ninety-Nines, Inc. Bylaws, Article 5, Section 7.

Section 3. RESIGNATION

An officer of the Chapter may resign her office by submitting a written request to the Chairman of the Chapter; or in case said officer is the Chairman, resignation should be handed to the Vice-Chairman.

ARTICLE V

Section 1. ELECTIVE OFFICERS

The elective officers of The San Fernando Chapter of The Ninety-Nines shall consist of the Chairman, Vice-Chairman, Recording Secretary, Corresponding Secretary, Treasurer, and three Nominating Committee members, all of whom must be active members of the 99s.

Section 2. APPOINTIVE OFFICERS

The appointive officers shall be as deemed necessary by The SFV 99s Board of Directors and shall be appointed by the Chairman.

Section 3. NOMINATING COMMITTEE

Three members shall be elected by ballot during the general election period. The member with a plurality of votes shall be the Chairman of the Nominating Committee.

Section 4. NOMINATIONS

The Nomination process shall start at the February Chapter meeting and all candidates must hold active membership in The Ninety-Nines, Inc. prior to August 31 of the previous year. In addition, candidates for Chairman and Vice-Chairman must have served on the Board of Directors for at least one term.

Ballots shall include the names of at least one qualified candidate for each position. Each ballot shall have space for the voter to write in the name of a candidate for each position.

Section 5. ELECTIONS

The date for the return of the ballot shall be indicated on the ballot and ballots received after this date shall be considered void.

- A. Election shall be by the majority vote of valid ballots cast. If no candidate for a particular office receives a majority of the votes cast, an election shall be held between the two candidates receiving the most votes.
- B. Each officer of this Chapter shall be elected for a term of one year, to commence on July 1 of each year and to end on June 30 of the following year, and/or until a successor shall have been elected and shall be qualified. No Officer may serve more than two (2) consecutive terms in the same office.
- C. No member may vote at any regular membership meeting by proxy, in writing or otherwise; and no member of the SFV 99s Board of Directors may vote by proxy at any meeting of the Board of Directors.

Section 6. VACANCY IN OFFICE

All vacancies shall be filled by selection and vote of the SFV 99s Board of Directors, except the office of Chairman, to which the Vice-Chairman shall succeed.

- A. Any Officer shall be removed from office for neglect of duty by the SFV 99s Board of Directors or on the demand of two-thirds of the members.

ARTICLE VI

Section 1. BOARD OF DIRECTORS

- A. The San Fernando Valley Ninety-Nines Board of Directors, also known as Board of Directors, of this Chapter shall consist of five (5) active members who shall also be the Officers of the Chapter, and whose term of office shall commence on July 1st of each year and continue thereafter until June 30 of the following year, and until their successors shall have been elected and shall be qualified.
- B. All Directors and Officers of the Chapter shall serve without compensation.
- C. Three members of the Board of Directors shall constitute a quorum for the transaction of business.

Section 2. DUTIES

- A. The Board of Directors shall have all duties and powers as set forth in the SFV 99s Articles of Incorporation. The Board of Directors shall carry out the purposes of the Chapter according to the laws of the State of California and the provisions of the SFV 99s Articles of Incorporation and these Bylaws.
- B. The Board of Directors shall select an auditor to conduct an annual audit.

ARTICLE VII

Section 1. DUTIES OF OFFICERS

In addition to the duties of each Officer as a member of the Board of Directors, each Officer of the Chapter shall have the following duties.

A. Chairman:

- Shall appoint all committee chairmen
- Shall call all meetings of the Chapter and of the Board of Directors
- Shall have general supervision over the business of the Chapter
- Shall be responsible for carrying out the policies prescribed by the Board of Directors and the Membership
- Shall execute the instructions directed to her by the Board of Directors and the Membership, regarding all matters as soon as reasonably-possible
- Shall execute, with the Recording Secretary in the name of the Chapter, all contracts and other instruments authorized by the Board of Directors and ratified by the Membership

B. Vice-Chairman:

- In the absence or inability of the Chairman to act, the Vice-Chairman shall exercise all the powers and perform all the duties of the Chairman
- Shall assist all committee chairmen
- Shall maintain and correct the Membership roster
- Shall perform such other duties as shall be designated by the Chairman
- Shall automatically become the Chairman, without election to the office, in the event of the death, resignation or removal of the Chairman, in which event the vacant office to be filled shall be deemed to be that of Vice-Chairman

C. Recording Secretary:

- Shall keep accurate and complete records of the minutes of the meetings of the Board of Directors and of the Chapter Membership
- Shall send notices of all meetings of the Board of Directors and of the Membership required to be given
- In conjunction with the Chairman, shall execute such contracts and other instruments as may be authorized by the Board of Directors and ratified by the Membership
- Shall have charge of the minutes book of the meetings of the Board of Directors and of the Membership, the Bylaws, seal of the corporation and such other books and papers as the Board of Directors may direct
- Shall submit the minutes of the Chapter meetings and other documents to the Webmaster

D. Corresponding Secretary:

- Shall perform the duties of the Recording Secretary in the absence of, or inability of the Recording Secretary to act
- Shall maintain all files of letters, reports and correspondence with which she is charged for the responsibility by the Chairman or the Board of Directors
- Shall do and perform such other duties as shall be designated by the Chairman or the Board of Directors

E. Treasurer:

- Shall collect all Chapter funds and keep a record thereof
- Shall approve all bills incurred in the business of the Chapter and keep records thereof
- Shall submit monthly financial statements at the regular meetings of the Board of Directors and of the Membership
- Shall prepare and present to the Membership at or before the Annual Business Meeting, an annual financial report of the receipts and expenditures of the Chapter for the preceding fiscal year

- The Treasurer, and/or such other persons as may be designated by the Board of Directors, shall execute drafts and check on the monies of the Chapter
- Shall file all necessary tax forms as required by State and Federal entities

The immediate past Chairman shall serve in an advisory capacity, and perform such duties as are requested by the Board of Directors.

ARTICLE VIII

Section 1. COMMITTEES

All Committees shall be appointed by the Chairman. It shall be the privilege of each Committee Chairman to choose her own committee members. Each committee shall consist of at least one person except the Nominating Committee.

ARTICLE IX

Section 1. MEETINGS

Chapter meetings shall be held once a month on a date decided by majority vote of the Membership and published on the Chapter website. Notification shall be sent to all members at least one week in advance when any change from the published date is made.

Section 2. ANNUAL MEETING

The Chapter business meeting in September shall be known as the Annual Business Meeting of this Chapter, and shall be for the purpose of receiving reports of Officers and Committees, and for transacting any other Chapter business.

Section 3. SPECIAL MEETINGS

Special meetings may be called by the Chairman or by a majority of the members upon a ten-day notice to the membership. In the Call for a Special meeting the exact purpose of the meeting shall be stated and no other business shall be transacted at said meeting.

Section 4. BOARD MEETINGS

Meetings of the Board of Directors shall be called at the discretion of the Chairman or upon request of a majority of the Board of Directors.

- A. The transactions of any meeting of the Board of Directors however called and noticed or wherever held, shall be valid if each member of the Board of Directors not present approves in writing the minutes of such meeting. All such approvals shall be filed with the records of the Chapter or made a part of the minutes of the regular Chapter meeting.

Section 5. SECTION AND INTERNATIONAL MEETINGS

Delegates for Section and Ninety-Nines International meetings shall be chosen in accordance with the Section Bylaws and The Ninety-Nines, Inc. Bylaws respectively.

ARTICLE X

Section 1. MEMBERS' VOTING PRIVILEGES

Each Member in good standing shall be entitled to cast one vote for the election of each of the San Fernando Valley Chapter, Southwest Section, and Ninety-Nines International elective positions.

Section 2. QUORUM

A majority of the members in good standing present at a regular meeting shall constitute a quorum for the transaction of business at said meeting, with the following exceptions when a quorum shall consist of two-thirds of the members present who are in good standing for sixty days immediately prior to the meeting when:

- A. Two-thirds of those voting shall be required to:
 - Amend these Bylaws.
 - Remove an officer from office.
 - Divide for the purpose of forming two chapters.

ARTICLE XI

Section 1. AMENDMENTS

These Bylaws may be repealed or amended, or new Bylaws may be adopted, at any meeting of the membership, provided that:

- A. Such Bylaws or amendments are not in conflict with any provisions of the SFV 99s Articles of Incorporation, the California Corporations Code, or The Ninety-Nines, Inc. Bylaws.
- B. The notice of the proposed changes in the Bylaws shall be posted in the Members Only section of the SFV 99s Chapter website not less than (30) days prior to the date of such membership meeting.

- C. Proposed amendments may be submitted to The SFV 99s Bylaws and Standing Rules Committee by the Board of Directors or by any member of the SFV 99s Chapter.

Section 2. RECORDING

Whenever an amendment or new Bylaw is adopted, it shall be copied in the book of Bylaws with the original Bylaws, in the appropriate place. If any Bylaw is amended or repealed, that fact, with the date of the meeting at which such amendment or repeal was enacted, shall be stated in the book of Bylaws.

ARTICLE XII

Section 1. RULES

- A. The conduct of all meetings of the SFV 99s Membership and of the Board of Directors shall be governed by the latest revised version of Robert's Rules of Order where not specifically provided for in these Bylaws.
- B. The Standard Operating Procedures (SOPs) or rules determined by the Board of Directors, shall be the rules to direct the specific duties of all officers and appointees.
- C. In case of any conflict with The Ninety-Nines, Inc. Certificate of Incorporation or Bylaws, such Certificate of Incorporation or Bylaws shall govern.

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STANDING RULES
of
THE SAN FERNANDO VALLEY CHAPTER OF THE NINETY-NINES

Revised 2018

1. DUES

All Chapter members must be members of The Ninety-Nines Inc., The International Organization of Women Pilots, also known as The Ninety-Nines, Inc. Membership dues are listed on The Ninety-Nines Membership Application and The Ninety-Nines Website. Dues are payable to The Ninety-Nines at the International Headquarters in Oklahoma City.

2. COMMITTEES

A. Standing Committees

The regular Standing Committees of this Chapter shall be as hereinafter set forth. Each Standing Committee shall have its own operating procedures. Each Committee Chairman, at her option, may appoint other members to the committee and/or designate a substitute when required.

99 News (International Publication)
Aerospace Education (Educational Promotions)
Airmarking
Amelia Earhart Scholarship
Aux Tank (Chapter Newsletter)
Budget
Bylaws and Standing Rules
Career Scholarships
Flying Activities
Girl Scouts
Legislation
Listserv
Membership/Mentors
Nominating Committee
Parliamentary
Pilot of the Year (includes Rookie Pilot of the Year Award; committee consists of the 3 most recent winners)
Publicity/Public Relations
Roster
Safety Education
Schubert Service Award (committee consists of 3 most recent winners)
Scrapbook/ Historian

Speakers Bureau
Ways and Means/Fund-Raising
Website
Wings Program

B. Ad Hoc Committees

The Chairman may appoint Ad Hoc Committees as the need arises such as:

Air Rallies (Valley Air Derby, or any competition event)
Cookies to the Tower
Doo Dah Parade
Flying Companion Seminar
Greasy Thumb Clinic
Holiday Party
Installation and Awards Banquet
Poker Flight
Potluck
Special Awards (refer to Paragraph C.)
Telephone
Van Nuys Career Day and other Career Days
Whiteman Airport Open House

C. Special Awards Committee

The Committee consists of the:

Chapter Chairman
Pilot of the Year Chairman
Schubert Service Award Chairman
Awards and Installation Chairman

These awards are to be presented at the Awards and Installation Banquet.

- i. SFV 99s Friends
Purpose: Public Relations, to give recognition to any person or organization in the community for their special assistance to the Chapter.
- ii. Chapter 49½ of the Year.
- iii. Additional Awards may be given to members and non-members, as deemed appropriate, by the Special Awards Committee.

3. ANNUAL AWARDS AND INSTALLATION BANQUET

The Annual Awards and Installation Banquet shall be held in June.
(Installation of Officers at the Banquet should be held after the last Chapter meeting in June.)

4. APPLICATION FOR MEMBERSHIP

Any licensed woman pilot or student pilot desiring to become a member of The San Fernando Chapter of The Ninety-Nines must first send her Membership Application to The Ninety-Nines Headquarters with a copy of her pilot/or applicable certificate and payment for appropriate dues. Upon notification by International Headquarters that all documents and dues have been received, applicant shall become a member of The San Fernando Valley Chapter of the Ninety-Nines.

5. ATTENDANCE

The Membership Chairman is responsible for providing copies of the regular meeting attendance to the Chapter Chairman, and the Recording Secretary.

6. CORRESPONDENCE

All Chapter correspondence shall include the member's signature and name or the office or committee represented.

7. DISBURSEMENT OF ACCOUNT FUNDS

- A.** A budget is recommended by the Board of Directors and shall be submitted to the membership for approval at the September Chapter meeting
- B.** All expenditures not already budgeted, in excess of \$50.00 up to and including \$100.00, must be approved by at least three Board of Directors members, recorded on the minutes of the action, and saved with the treasury documents. Amounts in excess of \$100.00 must be approved by the General Membership.
- C.** At the conclusion of each Chapter event all funds from that event shall be placed in the Chapter general account, with a written accounting of the event. Money may be designated for scholarships. If a separate checking account is set up for the event, the checking account will be closed out at the completion of the event.

- D.** The Chairman shall select three current Chapter members who shall conduct an internal audit of the Chapter accounts at the end of each fiscal year. At the end of every fifth year (ending with 5 or 0) an external/independent audit will be conducted by an auditor selected by the Board of Directors.

E. International Conference

Monies shall be proposed in the annual budget to send a representative to the International Conference of The Ninety-Nines. The Chapter Representative to the International Conference shall be first the Chairman, second the Vice-Chairman, third a current Board of Directors member or an appointed Delegate and/or Delegates.

The Chapter shall pay the expenses connected with The Ninety-Nines International Conference or a portion thereof, for the Chapter Chairman or appointed substitute. Those expenses may include registration, lodging, and the most economical commercial airfare or its equivalent. However, the Chapter is under no obligation to provide financial assistance to the Chairman or any other Delegates to the International Conference.

At the May Chapter meeting a member of the Chapter who is not attending the International Conference will review the expenses for the Conference and propose an actual budget for the Chapter Representative.

Duties of the Chapter Representative to The Ninety-Nines International Conference shall be to:

- i. Attend all functions included with the registration.
- ii. Attend or arrange for another Chapter Delegate to attend all Seminars important to the Chapter.
- iii. Assure that all voting delegate slips are distributed equally to all Chapter Delegates attending the International Conference.

Duties of all International Conference Appointed Chapter Delegates shall be:

- i. Vote with the best interest of the Chapter in mind.
- ii. Give a report to the Chapter at the next Chapter meeting following The Ninety-Nines International Conference.
- iii. Have her name placed in the Chapter minutes prior to The International Conference.

F. Section Meetings

- i. Appointed Chapter Delegates shall have their names placed in the Minutes of the Chapter meeting prior to Section meetings
- ii. All appointed Delegates must attend the business meeting.
- iii. Each appointed Delegate will give a report on the Section meeting and its events at the Chapter meeting following the Section meeting.

G. Chapter Website and Forums

- i. The official website of The San Fernando Valley Chapter of the Ninety-Nines shall be www.sfv99s.org.
- ii. Only active members and student pilot members may have access to the Members Only Section of the website.
- iii. Google Groups (svf99s@googlegroups.com) shall be the official networking forum for The San Fernando Valley Chapter of the Ninety-Nines.
- iv. Members with a valid email address will be given access to the Email networking forum upon approval.
- v. Neither the website nor Google Groups may be used for commercial purposes.