

**Virginia Registry of Interpreters for the Deaf
Bylaws**

Amended as of June 29, 2013

Article I Name

The name of this organization shall be the Virginia Registry of Interpreters for the Deaf (VRID).

Article II Objective

The principle objective shall be to initiate, sponsor, promote and execute policies and activities that will further the profession of the interpretation of American Sign Language and English.

Article III Membership

Section 1. Categories of Membership

- A. *Voting Members* are members in good standing of both VRID and RID and are voting members of RID who may vote in any and all matters open to membership vote.
- B. *Non-voting Members* are members in good standing of VRID who are not members of RID.
- C. *Supporting Members* are non-voting members who are not associated with the field of interpreting and transliterating, but support the goals and objectives of VRID.
- D. *Organizational Members* are non-voting, non-person entities that support the goals and objectives of VRID.
- E. *Student Member*: Member currently enrolled as a student at a College or University. Student members must provide proof of enrollment every year. This proof can be a current copy of a class schedule or a letter from a coordinator/instructor on school letterhead. Student membership does not include eligibility to vote.
- F. *Charter Members* are all Virginians present at the establishment of this organization on January 18, 1969, who declared themselves as members. These members may additionally be voting or non-voting.

Section 2. Dues

- A. Annual dues shall be established by the executive board upon completion of the operating budget.
- B. A member who has paid the established annual dues for the membership year shall be considered a member in good standing.
- C. A membership year is defined as the period from July 1 – June 30.

Section 3. Voting Rights

- A. Voting Members in good standing shall have one vote in all matters open to membership vote.

- B. Non-voting, Supporting, Student and Organizational Members shall not be permitted to vote on any matters.
- C. VRID does not issue or honor proxies.

Article IV Directors

Section 1. Composition of the Board of Directors

The Board of Directors shall be comprised of president, vice president, secretary, treasurer, membership director, five (5) district representatives, and two (2) members-at-large. In addition, a representative from the Virginia Department for the Deaf and Hard-of-Hearing and the immediate past president may serve ex-officio.

Section 2. Powers

- A. To prescribe officers powers and duties consistent with the constitution and bylaws.
- B. To conduct, manage and control the affairs and business of the association and to make rules and regulations consistent with the constitution and bylaws between meetings of the membership.
- C. To control the financial assets of the association including the ability to incur debt for the purposes of the association.
- D. To establish/abolish liaisons with other organizations.

Section 3. Duties

A. General Duties

- 1. To perform any and all duties imposed on them by law, the constitution of VRID and these bylaws or as directed by the membership.
- 2. To adopt and use a logo for the association.
- 3. To approve an annual budget for the maintenance and operation of the association.

B. Officers

1. President

The president shall:

- a. Have general supervision and direction of the association and other duties as may be prescribed by the board, the membership and the national RID.
- b. Appoint any committees, including standing, special and/or ad hoc.
- c. Have co-signature responsibility with the treasurer for any withdraw of funds.
- d. Set the agenda and conduct all board meetings, the annual business meeting, and special meetings of the membership.
- e. Address the membership annually as to the state of the association.

2. Vice President

The vice president shall:

- a. In the absence of the president, perform all duties of the president and in so acting, shall have all the powers of the president.
- b. Have other powers and duties as prescribed by the Board of directors and/or the membership.

3. Secretary

The secretary shall:

- a. Keep a full and accurate record of the proceedings of the board and meetings of the membership.
- b. Maintain the records of the association.
- c. Provide periodic reports to the membership on the actions of the Board.
- d. Handle all official correspondence of the association.
- e. Have other powers and duties as prescribed by the Board and/or the membership.

4. Treasurer

The treasurer shall:

- a. Supervise the receipt and safekeeping of all funds of the association and deposit them in the bank or banks that may be designated by the board.
- b. Have co-signature responsibility with the president for any withdraw of funds.
- c. Have other powers and duties as prescribed by the Board and/or the membership.

5. Membership Director

The membership director shall:

- a. Be responsible for sending notices of meetings of the membership.
- b. Send verification of dues payment to members.
- c. Send notice to defaulted members within thirty (30) days of nonpayment upon notification by the treasurer.
- d. Keep a current register of the addresses of the membership.
- e. Have other powers and duties as prescribed by the Board and/or the membership.

6. District Representatives

The district representatives shall:

- a. Serve as a representative or collaborating co-representative of his/her district at VRID board meetings, where each district maintains one vote.
- b. Actively recruit members from his/her district.
- c. Appoint local committees to carry out duties assigned by the board within the district and to carry out locally initiated programs and projects.

- d. Convene and preside over no less than two annual Townhall meetings and/or workshops for district members to discuss the direction of local events and issues for VRID.
- e. Have other powers and duties as prescribed by the Board and/or the membership.

7. Members-at-Large

Members-At-Large shall:

- a. Serve as representatives of their respective organizations.
- b. Have other powers and duties as prescribed by the Board and/or the membership.

Section 4. Qualifications

Each officer serving on the board of directors of VRID must be a member of this affiliate chapter as well as a member of RID, Inc. In addition, the president shall have been a member of VRID and a member of RID for at least two years prior to serving.

Section 5. Terms of Office

- A. Terms of office for the president, vice president, treasurer, membership director, secretary, and members-at-large shall be two years. Terms shall commence on July 1 of even number years.
- B. Terms of office for district representatives shall be two years. Terms shall commence on July 1 of odd numbered years.
- C. Board members shall not succeed themselves in the same office more than twice, limiting them to three (3) consecutive terms of two (2) years each.

Section 6. Nominations and Elections

- A. A call for nominations shall be made to the membership no less than 30 days prior to the election.
- B. Nominations may be received from the floor at the business meeting.
- C. Members seeking election must be members in good standing of VRID and RID; and be nominated and seconded by members in good standing of VRID.

Section 7. Vacancies

Vacancies of the Board of Directors shall occur upon resignation, removal, or death of any officer.

- A. The resignations of officers shall be submitted in writing to the board of directors. Resignations must be submitted at least thirty (30) days in advance of termination.
- B. The board of directors will appoint members to fill vacancies in office between elections other than the office of the President. In the event that the office of the President becomes vacant, the Vice President shall automatically assume that office for the unexpired term.
- C. The board of directors may declare vacant the office of any officer who has been absent from three (3) consecutive Board Meetings.

Section 8. Meeting of the Directors

- A. The board of directors shall meet at least four times annually on dates and locations selected by the board.
- B. The agenda of board meetings will be prepared by the president and distributed to the board members at least one week prior to the meeting.
- C. The president or, in the absence of the president, the vice president shall preside over meetings of the board. In the event that neither the president nor vice president are present and, providing that a majority of the remaining members are in attendance, a chairperson may be chosen by those members.
- D. The secretary shall act as recording secretary at all meetings of the board. In the secretary's absence, the presiding officer shall appoint a person as acting for the meeting.
- E. All board meetings will be open to the membership and/or visitors, unless designated as such by the officers of VRID.

Section 9. Quorum

A majority of the board shall constitute a quorum for the transaction of business at any meeting of the board.

Section 10. Compensation

- A. The members of the board of directors of VRID shall have no compensation for their services as directors.
- B. The directors may be reimbursed by VRID for reasonable expenses incurred in doing the business of the association.

Article V Committees

The president shall appoint and charge any committees, including standing, special and/or ad hoc, composed of members in good standing. A majority of the entire committee shall constitute a quorum.

- A. Standing: The number of standing committees will vary depending on the needs of VRID. They shall be appointed by the president when deemed necessary, or be discontinued when deemed no longer necessary.
- B. Special/Ad Hoc: Shall be appointed by the president when deemed necessary to carry on the work of VRID. Committees will serve until the assigned task(s) is completed, or when deemed no longer necessary.

Article VI Meetings of Members

Section 1. Annual Meeting

An annual meeting shall be held for the purpose of conducting necessary business of VRID, and to provide a forum for the exchange of information among the members and the general public about the association and the profession of interpreting.

- A. Notice of the meeting shall be given to the members no less than 60 days prior to the date scheduled.
- B. Unless otherwise directed by the members, all meetings shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*.
- C. Quorum: Ten percent (10%) of the voting members determined by the membership roll of VRID thirty (30) days prior to the meeting.

Section 2. Special Meetings

Special meetings of the members may be called at any time by the board, or a written petition of not less than ten percent (10%) of the voting members. Written notice of the time and place of special meetings shall be given at least thirty (30) days prior to the meeting.

Article VII District Organization

The composition and/or number of the districts must be approved by the Board of Directors. Changes in district composition will occur when deemed necessary by the Board of Directors and/or the membership.

- A. District representatives must reside within the district boundaries determined by the board.
- B. Members may elect to associate with one (1) district of their choosing, or by default, the district in which they reside.
- C. Members may change association to another district within the membership year by notifying the membership director. They will not be eligible to vote for district representative for a period of thirty (30) days, and may not vote in more than one district election.
- D. District representatives shall not establish bank accounts, make dues assessments, or otherwise conduct business separate from VRID.

Article VIII Fiscal Year of the Association

The fiscal year of VRID shall begin on the first day of July and end on the thirtieth day of June.

Article IX Amendment of Bylaws

The bylaws may be amended or repealed by approval of two-thirds of the eligible voting members in attendance and voting during a regular, annual, or special meeting of the membership, or by mail referendum, with ninety (90) days prior notice. Amendments must be reviewed and approved by the bylaws committee prior to voting, or in the absence of a bylaws committee, by the board of directors.

Article X Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern this chapter in all cases to which they are applicable and consistent with these bylaws and any special rules of order the Registry of Interpreters for the Deaf (RID) corporation may adopt.