

CONSTITUTION and BY-LAWS for SONS AGAINST VIOLENCE EVERYWHERE

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ARTICLE I

Name and Object

Section 1 – Name

The name of this organization shall officially be SONS AGAINST VIOLENCE EVERYWHERE

Section 2 – Purpose and Aim

The purpose and aims of SAVE shall be to decrease violence and improve the educational, social and health status of all people.

ARTICLE II

OFFICERS

The elective officers of SAVE shall be a President, a Vice President, a Secretary, a Treasurer and additional officers as the organization may prescribe in accordance with the terms and conditions of Article VII (Amendments to Constitution).

Section 1 – President

The President shall have the responsibility of presiding over the overall day to day operations of SAVE and shall be the Chairman of all Committee.

Other duties of the President shall be:

- (a) To appoint Chairpersons and members of all committees.
- (b) Between meetings of the Board of Officers and the General Membership, to exercise general executive authority on behalf of the Organization, subject to ratification by the Board of Officers.
- (c) To countersign all requisitions prepared by the Secretary for disbursements from the Organization's Treasury.

- (d) To perform such other functions and exercise such further duties as may be voted from time to time by the General Membership or Board of Officers.
- (e) To serve as an ex-officio member of all committees except the Nominating Committee, and the Election Supervisory Committee.

Section 2 – Vice President

The Vice President shall assist the President and shall have all other responsibilities as delegated by the President.

Section 3 – Executive Director

The Executive Director shall give due notice of all meetings of the Committees; aid, coordinate and integrate the work of the several committees; submit reports of the activities of the Committees at all regular meetings or whenever required; and keep the President and Vice President informed of all events affecting the interests of SAVE.

Other duties of the Executive Director shall be:

- (a) To keep a record of all members and their dues.
- (b) To submit reports of the activities to the General Membership and the Board of Officers at all regular meetings or whenever required by either body; to submit to the Organization at its annual meeting an annual report covering activities.
- (c) To interview complainants; to act in the name of the organization on behalf of complainants with valid grievances; to investigate in the name of the Organization any reported, alleged or suspected violent practices in any phase of community life; to represent the Organization at meetings of other organizations approved by the Board of Officers; to lend Organizational support in active cooperation with such other organizations as may be approved by the board of Officers; to discharge such other duties as may arise in the execution of the office, or as may be assigned by the Board of Officers.

Section 4 – Secretary

The Secretary shall have the exclusive responsibility of efficient record keeping duties of SAVE and such other responsibilities as deemed necessary as delegated by the President, Vice President or Executive Director.

Other duties of the Secretary shall be:

- (a) To give notice of all meetings of the Organization and Board of Officers.
- (b) To give receipts for all membership fees received and to transmit such fees to the Branch Treasurer.
- (c) To aid, coordinate and integrate the work of the several committees.
- (d) To submit reports to the General Membership and the Board of Officers at all regular meetings, or whenever required by either body, covering the status of the Organization and its activities since the date of the last report.
- (e) To keep the President of SAVE informed of all events affecting the interests of the General Public – i.e. crime and violence.
- (f) In conjunction with the President, to sign requisitions for disbursements from the Organization's Treasury and to maintain a file of receipts and disbursements.

Section 5 – Treasurer

The Treasurer shall receive all monies of the Organization and promptly deposit the same in the name of the Organization in an account in a responsible bank or trust company. No money shall be withdrawn from the account except by a check signed by the Treasurer, and countersigned by the President, or in the absence, unavailability or disability of the President, by the Vice President.

Other duties of the Treasurer shall be:

- (a) To act as chief financial officer of the organization.
- (b) Oversee the budget and keep track of expenditures.
- (c) To make authorized disbursements upon requisitions signed by the Secretary and countersigned by the President. Each requisition shall recite the amount and purpose of the payment requested. Any requisition in the amount of one hundred dollars or more must be approved by the board of officers.
- (d) To submit written reports to the Organization and the board members at all regular meetings, or whenever required by either body.
- (e) The Organization may require the Treasurer to be bonded at the expense of the organization.

ARTICLE II (a)

MEMBERSHIP

Section 1 – Membership prerequisites

Any person who is in accordance with the principles and policies of the Organization may become a member of this Organization with consent of the Board of Officers, by accepting the terms of the Constitution of Sons Against Violence Everywhere and by paying annually in advance the requisite membership fees as prescribed by the National Board of Officers.

Section 2 – Effective Date of Membership

The effective date of Membership is the date membership payment is received by the organization.

Section 3 – Dues

Regular Adult Membership \$20.00 (annually)

Youth Membership \$15.00 (annually)

Prison Membership \$10.00 (annually)

ARTICLE III

COMMITTEES

Section 1 – Arts & Entertainment Committee

The Arts & Entertainment Committee will provide anti-violence recreational and social benefits to the youth; host contest; host talent shows; and coordinate culturally diverse tournaments.

Section 2 – Community Connections Committee

The CCC shall enlist the support of the community organizations on issues affecting the interest of the youth; host Achievement & Recognition Events; and coordinate Youth Development Workshops.

Section 3 – Education Committee

The Education committee will increase the number of High School graduations; increase the number of College enrollment; coordinate a book club; and offer tutoring.

Section 4 – Events Coordination Committee

The ECC will set up all of the SAVE events, as well as maintain order.

Section 5 – Health Committee

The Health Committee will raise the awareness of AIDS/HIV/Hepatitis-C prevention; host Culturally Diverse Fitness and Wellness Events; Fight obesity and other diseases; and promote better living habits.

Section 6 – Newsletter Committee

The Newsletter Committee will provide informative knowledge and unbiased reporting about the SAVE activities and events.

Section 7 – Religious Affairs Committee

The RAC will promote inspirational programs designed to give moral and ethical support to the youth; create collaborative partnerships; host religious events; coordinate culturally diverse religious outreach programs; and coordinate Spiritual Development Workshops.

Section 8 – Committee Composition

Each committee established under these rules shall select a Chairman, Vice Chairman, and Secretary from its ranks. Committee membership shall not exceed 6 members. Any member can submit a written request to participate in a particular committee after declaring to actively participate in good faith and adhering to applicable rules.

Section 9 – Duties and Procedures

The duties and procedures shall be:

- (a) Each committee shall consider all submitted proposals in a full, fair, and deliberate manner.
- (b) Each committee may adopt procedures and rules, consistent with these laws, for the operation of the committee and execution of its duties.
- (c) If a committee reaches a consensus on a matter at the conclusion of its functions, it shall issue a report and finding to be routed to the President.

ARTICLE IV

MEETINGS

Section 1 – Meetings, Dates and Times

Specific committees shall reserve the privilege to set meeting dates and times for its perspective members in an effort to fulfill its duties. All meetings shall be conducted in accordance with the “Robert’s Rule Of Order” and all other applicable standards that promote the democratic process.

Section 2 – Proposals

All proposals must be properly formatted with: Objective, Purpose, Date, Time, Place and Itinerary.

ARTICLE V

QUORUM

Section 1 – Meetings

The quorum of all committees shall not be less than (3) of the committee's total members.

ARTICLE VI

ORDER OF BUSINESS

Section 1 – Operation

Unless altered or suspended at any meeting by an officer, the following shall be the order of business at meetings:

Ascertainment of numbers present

Reading of minutes of previous meeting

Reports of Officers

Reports of Committees

Nominations

Unfinished Business

New Business

Rules of procedure as laid down in Robert's Rules of Order shall govern SAVE except as otherwise herein provided.

ARTICLE VII

EXPULSION, SUSPENSION OR REMOVAL OF OFFICERS and MEMBERS

Section 1 – Grounds for Suspension or Other Disciplinary Action

When an individual becomes a member of SAVE, that individual pledges to abide by the rules

and policies of SAVE and the decisions of the officers. The officers, upon satisfactory evidence that a member or officer is guilty of conduct not in accord with the principles, aims and purposes of SAVE, as set forth in its Constitution, or is guilty of conduct inimical to the best interests of SAVE, may order suspension, expulsion or other disciplinary action against such officer or member, after a full hearing in accord with the provisions of this Constitution. A member who circumnavigates protocol without having pursued the chain of command, shall be deemed as exhibiting behavior not in accord with the principles, aims and purposes of SAVE, meriting suspension, expulsion, or other disciplinary actions.

Section 2 – Complaints

A complaint against an officer or member of SAVE may be forwarded to the Executive Director. The Executive Director will investigate the complaint within (10) calendar days of receipt of the complaint. The President shall file a written response within (15) calendar days from the receipt of the complaint.

Section 3 – Hearing Procedure

The SAVE officers shall afford oral and/or written arguments to all members accused of exhibiting behavior not in accord with the principles, aims and purposes of SAVE.

Section 4 – Appeals

Appeals shall be based only on the written record. The appellant may not present oral testimony; however, documentary evidence may be submitted.

Section 5 – Notice of Findings and Action

Notice of findings and actions of the officers shall be hand delivered to the officer or member.

ARTICLE VIII

BY-LAWS

With the written approval of the President, a Committee may adopt or amend the By-Laws provided, that (1) notice in writing of the proposed by-law or amendment shall be given to all members at least seven days prior to the meeting at which the same is to be acted upon; and that (2) the proposed amendment shall be approved at two successive regular meetings of the committee.

Section 1 – Election of Officers

The officers' election shall be held during the tenth month of every odd numbered year.

Section 2 – Eligible Candidates

All persons who endorse the aims and purposes of Sons Against Violence Everywhere who are members in good standing shall be eligible to run for office.

Section 3 – Term of Office

All officers shall be elected by secret ballot for a two year term ending December 31st. The term of each elected officer shall begin January 1st of each odd numbered year.

Section 4 – Election Meeting.

No officer of the organization or any candidate for office shall occupy their chair at election meetings. The names of the various candidates for the office shall be clearly announced or posted in a place visible to all present at the election meeting. Tellers to count the ballots shall be appointed in equal numbers by the candidates for office of President. No officer of the Organization or candidate for office shall serve as a teller.

Section 5 – Eligible Voters

The number of eligible voting members of the organization shall be established before the voting begins. Upon proof of qualification, all eligible voters shall receive and sign for one ballot each and there upon immediately proceed to vote secretly. The right to vote is personal and shall not be exercised by proxy. No absentee ballots may be cast.

Section 6 – Members In Good Standing

Members in good standing shall be eligible to run for office or vote in an Organizational election. For the purpose of running for office, a member in good standing is one whose name appears on the roll of the Organization as a bona fide members of the Organization at least one hundred and eighty (180) days prior to the date nominations are made. For the purpose of being elected to the Nominating Committee or the Election Supervisory Committee, signing a nominating petition or voting in Organizational elections, a member in good standing is one who has been a bona fide member of the Organization for at least thirty (30) days prior to the date the election is held or the nominating petition is filed. For all other purposes, a member in good standing is one who has paid the requisite minimum membership fee to the Organization.

Section 7 – Nominating Committee

In even numbers years there shall be elected at the September membership meeting of the Organization a Nominating Committee composed of not less than five (5) nor more than (13) members of the organization in good standing, provided that not more than two (2) shall be officers of the organization.

The duties of the Nominating Committee shall be:

- 1) The Organization’s Secretary shall call the organizing meeting of the Nominating Committee. The first meeting of the Nominating Committee shall be held no later than ten (10) days after its election.
- 2) The Nominating Committee shall submit a report in writing at the October General Membership Meeting of the Organization. This report shall consist of the names of those persons qualified to fill existing officer (one name for each office.)
- 3) At said October Membership Meeting of the Organization, additional nominations may be made for all officers by written petition signed by three (3) or more standing as of the time of the meeting. No one shall be nominated by the Nominating Committee or by petition without having first obtained his/her written consent.

Section 8 – Election Supervisory Committee

After all nominations have been made, the Organization at said October meeting shall elect an Election Supervisory Committee consisting of five (5) members in good standing. In addition, each candidate for the presidency is entitled to appoint a representative to the Election Supervisory Committee. However, in the event the total number of candidates for the presidency is more than four (4), the Organization must elect additional members to the Election Supervisory Committee so that the total number of elected members is one more than the appointed members of the Committee. No candidate may serve on the Election Supervisory Committee.

The duties of the Election Supervisory Committee shall be:

- 1) Supervise the Organization's election.
- 2) Supervise the establishment of appropriate provisions and procedures for conducting the election in accordance with this Constitution, in order to protect the right of each member of the Organization to cast her/his ballot properly and have it counted.
- 3) Have printed one complete ballot containing in alphabetical order for each office, the names of all persons nominated for office.
- 4) Prepare the ballot in sufficient numbers for use at the election, and this ballot shall be the only ballot used at the election, unless the Organization decides to use voting machines in addition to, or in place of, the ballot.

ARTICLE IX

AMENDMENTS TO THIS CONSTITUTION

This Constitution may be amended only in the interests of SAVE.

SONS AGAINST VIOLENCE EVERYWHERE

MISSION STATEMENT

The mission of SAVE is to channel the energy and talents of children into constructive pursuits while aiding in the growth process and reducing the high rate of murder and incarceration throughout the nation.

HIGH PRIORITIES FOR SAVE

- Decrease the number of murders in America
- Decrease the high rate of incarceration
- Raise the awareness of AIDS/HIV/Hepatitis-C prevention
- Sponsor re-entry and Employment Life Skills workshops
- Host leadership seminars which focus on accountability, family support, living skills, and many other important issues.
- Coordinate a “Reading to Succeed” Book Club

SONS AGAINST VIOLENCE EVERYWHERE

COMMUNITY CONNECTIONS COMMITTEE MISSION STATEMENT

The Community Connections Committee will identify and provide resources for children and their families through collaborative partnerships. In accordance with the overall strategic direction of SAVE, the Community Connections Committee will address violence through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

HIGH PRIORITIES

- Create collaborative partnerships
- Host Achievement & Recognition Events
- Coordinate culturally diverse community outreach programs
- Coordinate Youth Development Workshops

SONS AGAINST VIOLENCE EVERYWHERE

ARTS & ENTERTAINMENT COMMITTEE MISSION STATEMENT

The Arts & Entertainment Committee will help children channel their energy and talents into constructive pursuits. In accordance with the overall strategic direction of SAVE, the Arts & Entertainment Committee will address crime and violence through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

HIGH PRIORITIES

- Provide recreational and social benefits
- Host Contest
- Host Talent Shows
- Coordinate culturally diverse tournaments

SONS AGAINST VIOLENCE EVERYWHERE

EDUCATIONAL MISSION STATEMENT

The mission of the Education Committee is to promote lifelong learning throughout the nation and beyond by educating minds in order to bring high quality educational opportunities to a diverse country. In accordance with the overall strategic direction of SAVE, the Education Committee will address children learning needs through outreach, responsive educational programming, and multiple delivery systems.

HIGH PRIORITIES

- Increase the number of High School Graduates
- Increase the number of College enrollment
- Coordinate a “Reading to Succeed” Book Club
- Offer tutoring classes

SONS AGAINST VIOLENCE EVERYWHERE

HEALTH COMMITTEE MISSION STATEMENT

The Health Committee will promote healthier living and disease prevention in order to bring better health opportunities to a diverse nation. In accordance with the overall strategic direction of SAVE, the Health Committee will address health needs through outreach, responsive awareness programming, and multiple delivery systems.

HIGH PRIORITIES

- Raise the awareness of AIDS/HIV/Hepatitis-C prevention
- Host Culturally Diverse Fitness and Wellness Events
- Fight obesity and other diseases
- Promote better eating habits

SONS AGAINST VIOLENCE EVERYWHERE

NEWSLETTER COMMITTEE MISSION STATEMENT

The Newsletter Committee will keep the public informed about the SAVE events and activities going on. In accordance with the overall strategic direction of SAVE, the Newsletter Committee will prepare a monthly progress report.

HIGH PRIORITIES

- Provide useful knowledge
- Provide educational knowledge
- Provide unbiased reporting

SONS AGAINST VIOLENCE EVERYWHERE

RELIGIOUS AFFAIRS MISSION STATEMENT

The Religious Affairs Committee will help meet the Religious needs of children in order to bring peace. In accordance with the overall strategic direction of SAVE, the Religious Affairs Committee will address faith-based needs through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

HIGH PRIORITIES

- Create collaborative partnerships
- Host Religious Events
- Coordinate Culturally diverse religious outreach programs
- Coordinate Spiritual Development Workshops

SONS AGAINST VIOLENCE EVERYWHERE

EVENTS COORDINATION COMMITTEE MISSION STATEMENT

The Events Coordination Committee will set up all events and activities. In accordance with the overall strategic direction of SAVE, the Events Coordination Committee will aid and assist all Committees with the preparation and setting up of the following: seating arrangements, electrical equipment, distribution of refreshments and other arrangements deemed necessary by the Chairman-In-Charge of the event.

HIGH PRIORITIES

- Provide order
- Timeliness

SONS AGAINST VIOLENCE EVERYWHERE

Member Application

- 1) Have you ever been a member of an organization? _____ If yes, what organization and what was your involvement? _____

- 2) Do you have experience working with children? _____ If yes, describe your experience. _____

- 3) Why do you want to be a member of SAVE? _____

- 4) What do you want to accomplish through SAVE? _____

- 5) Do you have a strong, fair, or good support system out in the community? _____

- 6) How are your writing skills? _____
- 7) List programs you've been involved in outside of an organization. _____

- 8) What type of cognitive skills do you have? _____

- 9) How will you help children set principles and positive goals? _____

- 10) What is your view of Education for children? _____
