



American Society for Public Administration Sacramento Chapter Constitution

As Amended and Approved in May 2016

I. NAME & PURPOSE

Section 1. The name of this Chapter shall be the Sacramento/State Capital Chapter of the American Society for Public Administration, hereafter referred to as the Chapter.

Section 2. This Chapter is organized for the professional and educational purposes of: exclusively charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now in effect or as may hereafter be amended (“Code”). Without limiting the generality of the foregoing, such purposes include the following:

- (a) Advancing the science, processes, and art of public administration.
- (b) Advancing the equality of opportunity of all persons through public administration.

In furtherance of its exclusively charitable and educational purposes, the Chapter shall have all general powers of an unincorporated association under the law of the state of California as now in effect or as may hereafter be amended, together with the power to solicit and accept grants and contributions for such purposes.

As its vision statement, the Sacramento Chapter of ASPA provides leadership in the field of public administration and enhances the individual development of professionals in its art and practice.

To increase knowledge in public administration and promote exemplary practice of public service, the Sacramento Chapter of ASPA holds as its mission:

- Provide a forum for enlightening Sacramento area citizens on public administration issues
- Recognize outstanding achievement locally in public service
- Advance diversity, opportunity and professional excellence in public administration
- Promote local research in public administration issues, particularly focused on public-private partnerships, interdisciplinary approaches, and appropriate use of technology
- Create partnerships with other professional associations and private nonprofit sectors.

Section 3. The Chapter shall serve Sacramento Valley and Northeastern California, defined herein as the Sacramento Area.

II. MEMBERSHIP

Section 1. Chapter membership shall be limited to persons holding membership in the American Society for Public Administration.

Section 2. Chapter members shall have the right to vote for Chapter officers and Council members and to participate in all Chapter activities.

III. OFFICERS and MEMBERS

Section 1. The officers of this Chapter shall be a President, Vice-President, President-Elect, Secretary, and Treasurer. Their duties shall be those customarily performed by such officers.

Section 2. The governing body of the Chapter shall be the Chapter Council (herein "Council"), which shall consist of the Chapter officers, the most recent Past President, and at least eight Council persons, approximately four to be elected each year for two-year terms to cycle Council participation. An additional seat for a student member will also exist for a one-year term, elected annually. There will also be three non-voting member positions: two will be for past members with experience valuable to the workings of the Council; one for a liaison to the National Council. There will also be three non-voting member positions: two will be for past members with experience valuable to the workings of the Council; one will be for a liaison to the National Council. The Chapter Council shall supervise and control the affairs of the Chapter, and its actions shall follow the general policies of the Society. The President shall serve as presiding officer of the Council.

Section 3. The Treasurer shall be responsible for preparing and issuing an annual report of activities and finances to all members of the Chapter.

Section 4. Officers and Council members shall serve until their successors are elected or appointed to take office. The President will make interim appointments to fill any vacancies on the Council. Any vacancy in the office of President shall be filled by an interim appointment of the Council from among its own membership. A majority vote of Council members present at a selection meeting will choose an interim President. All interim appointees shall serve until the next regular election.

Section 5. The quorum of the Council shall consist of a simple majority of members present..

Section 6. All persons composing the governing body comprising the Council shall be members of the American Society for Public Administration or shall become members within thirty days after election or appointment and shall be Chapter members in good standing.

IV. NOMINATIONS AND ELECTIONS

Section 1. The Vice-President, President-Elect, Secretary, Treasurer and Council members shall be elected each year by the members for a term of office ending June 30 of the succeeding year. The President-Elect will automatically succeed to the office of President the following year. Elections shall be conducted through mail ballots, at the annual meeting, or by electronic means. The Council shall provide each Chapter member with a ballot and shall allow an adequate and reasonable time for the membership to return their ballots for inclusion in tabulation of the results. If handled at the annual meeting, all ASPA members present may participate by a show of hands and a majority will select the new year's slate.

Section 2. Nominations for the offices of Vice-President, President-Elect, Secretary, Treasurer, and Council members shall be made by a nominating committee of three or more regular members to be appointed by the President approximately sixty days before the annual meeting. Nominations may also be made by any regular member of the Chapter.

An alternative method to nominate the officers and council members will be by Council selection. If the nominating committee is unable to be convened for any reason prior to the annual meeting, then the President will consult with current officers and Council members to develop a proposed slate for the next year, subject to approval by membership.

Section 3. A majority of the Chapter members voting shall decide all elections. In case of ties, the President shall cast the deciding ballot.

V. MEETINGS

Section 1. This Chapter shall hold at least four program activities during the designated Chapter year.

Section 2. Other meetings of the Chapter shall be held at times and places designated by the President or by the Council.

Section 3. Chapter members shall be given at least seven days' notice in writing of the time, place, and the scheduled business to be considered at all regular meetings.

VI. COMMITTEES

Section 1. The Council may establish committees for various purposes. Committee chairs and members shall be appointed by the President. All such committees shall terminate at the annual meeting upon the election of new officers and Council.

VII. SECTIONS

Section 1. The Council may establish Chapter Sections in conjunction with ASPA sections of the American Society for Public Administration or, whenever ten Chapter

members so request, the Council may establish Chapter Sections of special interest to the membership. The members of said sections shall elect a Chairperson, with approval of the Council.

VIII. FEES

Section 1. That portion of the national membership dues designated for rebate to the Chapter shall constitute the fee for the Chapter membership.

Section 2. Other fees as deemed necessary for continuing and special projects may be assessed by the Council.

IX. AMENDMENTS

Section 1. Amendments to this Constitution may be made in the following manner:

- (a) Amendments may be proposed by the Council, such proposed amendments to be submitted to the membership in accordance with Article V, Section 3, of this Constitution, and such proposed amendments may be adopted by a two-thirds vote of regular members present and voting at a regularly called meeting; or
- (b) Amendments may be proposed by a two-thirds vote of regular members present and voting at a regular meeting.

Such proposed amendments are to be submitted to the membership in accordance with Article V, Section 3, of this Constitution, and such proposed amendments may be adopted by a two-thirds vote of regular members present and voting at the next succeeding regularly called meeting. If such a vote is undertaken at the annual meeting the advance notice requirement is waived.

Section 2. Consistent with inclusion of this Chapter in the group federal income tax exemption ruling of the American Society for Public Administration (identified by the Internal Revenue Service as Group Exemption Number 3155), all amendments to the Chapter Constitution which may be made from time to time shall be submitted to the American Society for Public Administration for its approval.

X. RATIFICATION

This Constitution shall be considered ratified upon approval of the American Society for Public Administration and upon favorable vote of the organization meeting of this Chapter.

XI. MISCELLANEOUS PROVISIONS

Section 1. No part of the net earnings of the Chapter shall inure to the benefit of, or be distributable to, any director or officer of the Chapter, or any other private person, except that the Chapter shall be authorized and empowered to pay reasonable compensation for

services rendered to or for the Chapter and to make payments and distributions in furtherance of the purposes set forth herein above.

Section 2. No substantial part of the activities of the Chapter shall be the carrying on or propaganda, or otherwise attempting to influence legislation (except as otherwise permitted by Section 501(h) of the Code, and the Chapter shall not participate in, or intervene in (including the publishing or distribution of statements concerning) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Chapter shall not carry on any other activities not permitted to be carried on:

- (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Code, or
- (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Code.

Section 3. In the event of dissolution or final liquidation of the Chapter, after paying or making provision for the payment of all of the liabilities and obligations of the Chapter and for necessary expenses thereof, all of the remaining assets and property of the Chapter shall be distributed to the American Society for Public Administration provided it remains organized and operated exclusively for charitable or educational purposes and shall at the time qualify as an exempt organization under Section 501(c)(3) of the Code, and if not, to an organization which does so qualify. In no event shall any of such assets or property be distributed to any Officer or Council member, or to any private individual.

Section 4. The fiscal year of the Chapter shall end in the month of December. The employer identification number assigned by the Internal Revenue Service to this Chapter is 52-1265959.