

NHRID BY-LAWS

New Hampshire Registry of Interpreters for the Deaf
Last amended December 2007

Article I NAME

This organization shall be known as the New Hampshire Registry of Interpreters for the Deaf (NHRID).

Article II PURPOSE

The purpose of NHRID is to sponsor and promote activities that will further the profession of the interpretation of American Sign Language and English and the transliteration of English.

Article III MEMBERSHIP

Section 1. Categories of Membership

- A. **Certified Member:** Any interpreter currently holding valid certification from the Registry of Interpreters for the Deaf (RID).
- B. **Associate Member:** Any individual who is actively engaged in the interpretation of ASL and English and/or the transliteration of English, but who is not currently certified by RID.
- C. **Supporting Member:** Any non-certified individual, organization or institution with an interest in supporting the purposes and activities of the organization.
- D. **Student Member:** Any non-certified individual currently enrolled in a program of study for interpreting/transliterating American Sign Language and English.

Section 2. Voting Rights

All voting members are required to be members of NHRID and RID.

Article IV MEETINGS

Section 1. General Membership

- A. There shall be at least four meetings of the general membership each year, the last of which shall be the election meeting. The Executive Board shall set the dates of the meetings one year in advance at the time when they assume their offices. There shall be as many other meeting of the organization as is deemed necessary, and such meetings may be called by the Executive Board or at the written request of at least 40% of the voting members in good standing. Notices of the election meeting shall be sent at least 30 days in advance. Notices of special meetings should be sent at least 21 days in advance.
- B. Motions may be passed and actions taken at general meetings based on a majority of voting members in good standing present at any meeting.

Section 2. Executive Board

The Executive Board shall meet at least quarterly. For official meetings to take place or for decisions to be made, the vote of the majority of Executive Board members is required.

Article V OFFICERS

Section 1. Composition

- A. NHRID shall be governed by elected officers consisting of President, Vice-President, Secretary, Treasurer and three Members-at-Large.
- B. Up to two student representatives and a representative from the New Hampshire Association of the Deaf will be appointed by the President with Board approval to serve in an advisory role to the Executive Board.

Section 2. Powers

- A. To have general management of the affairs of NHRID.
- B. To have the power to use any available funds of the organization, up to five hundred dollars, to promote the purposes and interests of this organization. Expenditures must be approved by a simple majority of the Executive Board.

- C. To determine the frequency, date, and location of meetings of the general membership.
- D. To conduct, manage, and control the affairs and business of this organization and to make rules and regulations consistent with the Bylaws.

Section 3. Duties

- A. **President:** Shall preside over all the meetings of the organization. With the approval of the Executive Board she/he shall appoint committee chairpersons whenever necessary to carry out the functions of the organization and shall serve as ex-officio member of said committees. She/he will be required to cosign all checks written for over five hundred dollars. The President shall perform other duties as may be designated by the Executive Board.
- B. **Vice President:** Shall, in the absence of the President, perform the duties of the President, and when so acting, have all the powers and be subject to all the restrictions of that office.
- C. **Secretary:** Shall keep minutes of all meetings of the organization and of the Executive Board and shall perform other duties delegated by the Executive Board.
- D. **Treasurer:** Shall have custody and responsibility for all funds of the organization in such bank or other depository as shall be selected by the Executive Board. She/he shall prepare a financial report to be presented at each regular meeting of the general membership and shall send an annual report to RID as outlined in Article VIII of the official RID Bylaws and section 8 of the RID Affiliate Chapter Handbook.
- E. **Member-at-Large:** Perform duties as assigned by the Executive Board and the general membership.
- F. All elected officers are required to attend at least 75% of the meetings of the Executive Board.

Section 4. Term of Office

Members of the Executive Board shall be elected for a term of one year and may be re-elected for additional terms. The President shall serve as ex-officio to the incoming President for as long as is deemed necessary.

Section 5. Nominations

- A. Any voting member in good standing may nominate candidates for office.
- B. Nominations will be accepted from the floor only if the person being nominated is present or if she/he has given a letter of acceptance to the membership from another member in good standing.
- C. A list of nominees will be included in the newsletter published prior to the election meeting, that notification not be less than 2 weeks prior to the election.
- D. Voting will be by secret ballot for any contested office. Elections of any office shall be by the majority of those voting.
- E. All officers of NHRID shall be members in good standing of RID.

Section 6. Vacancies

- A. **Resignation:** Any member of the Executive Board may resign upon giving written notice to the President and the Secretary.
- B. **Removal:** Members of the Executive Board may be suspended from their respective duties for non-payment of dues and assessments or for dereliction of duty, subject to a majority vote of 2/3 of the members in good standing present at any meeting.

Article VI COMMITTEES

Section 1. Selection

Members are accepted on a volunteer basis.

Section 2. Types

The Executive Board shall appoint any necessary committees to carry out the objectives and activities of the organization as set forth in these By-laws and/or mandated by the voting membership of the organization.

Section 3. Reporting

All committees may give a verbal report at each general meeting and are required to give a written report annually.

Article VII DUES and ASSESSMENTS

Dues are payable upon joining NHRID and become due January 1 of each year. Dues amount will be determined annually by the Executive Board. Assessments may be levied on all members by action of 2/3 of the members in good standing present at any meeting.

Article VIII AMENDMENT OF BYLAWS

Amendments to the Bylaws shall be approved by 2/3 of the members in good standing present at any meeting, provided that notice of the proposed amendment has been given to all members at least 14 days in advance.

Article IX VETO POWERS of the MEMBERS

Any decision of the Executive Board may be vetoed by a vote of 2/3 of the members in good standing present at any meeting.

Article X PARLIAMENTARY AUTHORITY

The rule contained in the current edition of Robert's Rules of Order shall govern the Association in all cases to which they are applicable and consistent with these Bylaws.

Article XI DISSOLUTION OF THE ORGANIZATION AND NON-PROFIT STATUS

This organization is not set up, nor shall it be operated for pecuniary gain or profit, and does not contemplate the distribution of gains, profits, or dividends to its members, and is organized solely for non-profit purposes. Upon dissolution or winding up of this organization, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this organization shall be donated in the name of NHRID to a non-profit fund that has established its tax-exempt status under section 501 (c) (3) of the Internal Revenue Code, as amended.

Article XII CONFLICT OF INTEREST POLICY

- a) Each Member of the Board, prior to taking his/her position on the Board, and all present Board members shall submit in writing to the President of the Organization a list of all businesses or other organizations of which he/she is an officer, director, trustee, member, owner (either as a sole proprietor or partner) shareholder, employee or agent, with which the Organization has, or might reasonably in the future enter into, a relationship or a transaction in which the Board member would have conflicting interests. The President of the Organization shall become familiar with the statements of all board members in order to guide his conduct should a conflict arise.
- b) At such time as any matter comes before the board in such a way as to give rise to a conflict of interest, the affected board member shall make known the potential conflict, whether disclosed by his/her written or not, and after answering any questions that might be asked him/her, shall withdraw from the meeting for so long as the matter shall continue under discussion. Should the matter be brought to a vote, neither the affected board member nor any other board member with a pecuniary transaction with the Organization shall vote on it.
- c) The Board will comply with all the requirements of New Hampshire law where conflicts of interest are involved, including but not limited to the requirements of a two-thirds vote where the financial benefit to the member is between \$500 and \$5,000 in a fiscal year, and to the requirement of a two-thirds vote and publication in the required newspaper where the financial benefit exceeds \$5,000 in a fiscal year. The New Hampshire statutory requirements are incorporated into and made part of the conflict policy.