

Bylaws of the
Ohio Grandparent Kinship Coalition Inc.

Article I

Name

The name of this organization is the Ohio Grandparent Kinship Coalition Inc. Hereinafter, it shall be known as “the group”

Article II

Purpose

The purpose of the group is to address issues that pertain to kinship care and serve as a voice to impact political change for the welfare of children.

Article III

Location

The principle office of the group where records of the organization will be kept shall be in Dayton Ohio and may be changed from time to time by the OG/KC.

Article IV

Membership

Section 1. The membership of the group shall consist of kinship caregivers, adult youth who lived in kin care, public children service agency staff with kinship responsibilities, staff from other government, non-profit, or private organizations with a kinship role. Family membership shall be voluntary.

Section 2. Each member shall have one (1) vote at the meetings of the group.

Section 3. No member shall vote on any matter that would involve a conflict of interest or a possible conflict of interest. Any member who believes that a matter to be voted on would involve him/her in a conflict of interest will announce this and will abstain from voting on the matter.

Section 4. The OG/KC shall not condone or permit any discriminatory policies or practices in respect to race, religion, sexual orientation, or ethnic group in fulfilling its stated mission and objectives.

Article V

Meeting of the Members

Section 1. *Place of Meeting.* Meetings of the membership shall be held in Columbus, Ohio or at such other suitable places as may be designated by the group.

Section 2. *Presiding Officer.* The Co-Presidents of the group shall be the presiding officers of all meetings of the membership. In the absence of the President, the Vice President shall preside. In the absence of both persons, the delegates may elect a Chair Pro Term for that one (1) meeting.

Section 3. *Notice of Meetings.* It shall be the duty of the Secretary to mail a notice to all members of each regular or special meeting stating the purpose thereof, as well as the time and place where the meeting is to be held. The notice shall be sent to each member at the latest address appearing on the records of the group offices. The notices of annual, regular, and special meetings shall be sent as to be received at least ten (10) calendar days, but not more than forty-five (45) days prior to such meeting.

Section 4. *Quorum.* A quorum shall be those in attendance at a duly called meeting.

Section 5. *Voting.* Except as otherwise provided by law, each voting member shall be entitled to case one (1) vote on each question. The vote of the majority of those members present shall decide any questions brought before the meeting, unless the question is one upon which, by law, or by these laws, a different vote is required, in which case such express provisions shall govern and control.

Section 6. *Frequency.* The group shall meet five (5) times annually in March, May, July, September, and November generally on the 4th Wednesday.

Article IV

Officers

Section 1. *Designation.* Principal officers of the group shall be Co-Presidents, Co-Vice Presidents, Treasurer (in the event of a budget), and Secretary. At the discretion of the OG/KC other officers may be elected with duties that the board shall prescribe.

Section 2. *Election of Officers.* The officers shall be elected bi-annually by OG/KC at its bi-annual meeting in November and, unless sooner removed by the group, the Officers shall serve for a term of two (2) years, or until a successor is elected. A vacancy in any office may be filled by a majority vote of the OG/KC for the remaining portion of the term. The OG/KC shall also have the authority to appoint such temporary or acting Officers as may be necessary during the temporary absence or disability of the regular Officers.

Section 3. *Removal.* Any Officer may be removed with or without cause by OG/KC by affirmative vote of a majority of all OG/KC members. The matter of removal may be acted upon at any meeting of the OG/KC, provided that notice of intention to consider said removal has been given to each OG/KC member and to the Office affected at least thirty (30) days previously.

Section 4. *Co-Presidents.* The Co-Presidents shall be one kinship caregiver and one agency representative. The Co-Presidents shall preside at all meetings of the membership. The Co-Presidents shall appoint members to standing committees and establish and appoint members to other committees. The Co-Presidents will be ex-officio member of all committees except the Nominating Committee.

Section 5. *Co-Vice Presidents.* The Co-Vice Presidents shall be one kinship caregiver and one agency representative. At the end of two years, Co-Vice Presidents will become Co-Presidents. It will be the duty of the Co-Vice Presidents to act in the absence or disability of the Co-Presidents and to perform such duties as may be assigned to him/her by the Co-Presidents. The Co-Vice Presidents are responsible for the activities of the standing committees.

Section 6. *Secretary.* The Secretary is not elected and shall be responsible for keeping the organization's records. He or she shall keep (or cause to be kept) the minutes of all meetings of the OG/KC. The Secretary shall be responsible for keeping of the books, correspondence, committee minutes, and papers relating to the business of the group except those of the Treasurer.

Section 7. *Treasurer.* The treasurer is not elected and shall be responsible for the preparation of the proposed annual budget and shall keep (or cause to be kept) records belonging to the group. The Treasurer will present to the membership and to the OG/KC at their respective annual meeting a report of the finances of the group and will from time to time make such reports to the OG/KC. The Treasurer shall Chair the meetings of the Finance Committee.

Section 8. *Other Powers.* Any Officers of the group, in addition to the powers conferred to him or her by these bylaws, will have such additional powers to perform such additional duties as may be prescribed from time to time by the OG/KC.

Article VII

Committees

Section 1. *Meetings.* An Executive Committee may be established consisting of elected officers of the OG/KC and meetings held at such time and place as may be determined by the Executive Committee.

Section 2. *Quorum.* A majority of the Executive Committee shall be necessary to constitute a quorum for the transaction of business. Acts of the majority of the members present at such meeting at which a quorum exists shall be the acts of the Executive Committee.

Section 3. *Standing Committees.* The OG/KC shall establish standing committees from the membership of the OG/KC. Standing Committee chairpersons shall serve a two (2) year term. Their appointments and changeover shall occur in even numbered years.

Section 4. *Types of Committees.* In general, the type of standing committees may include, but not to be restricted to: Abuse, Legal, Support Groups, Raising Awareness, Legislation, and Finance and Other Resources.

Section 5. *Meetings.* Meeting of the individual committees may be held at such time and place as may be determined by the majority of the committee. Notice of the meetings shall be given to the committee's members at least five (5) calendar days in advance of the meeting unless the members agree to shorter notification. A majority of the committee's membership shall constitute a quorum. Meetings may be conducted by electronic means. Minute shall be kept and

made available to the Executive Committee. A committee report shall be made at each OG/KC meeting.

Section 6. *Other Committees.* Other ad hoc committees may be established by the Co-Presidents of the OG/KC or by a motion passed in a approximately constituted meeting of the membership.

Article VIII

Amendment of Bylaws

The bylaws of the OG/KC may be amended by the majority vote of members present at any duly called scheduled meeting.

Adopted March 27, 2002

Revised (insert date)