



North Carolina Parenting Education Network By-Laws

ARTICLE I: NAME

The name of the organization is the North Carolina Parenting Education Network (NCPEN).

ARTICLE II: PURPOSE

Parenting is pivotal to healthy family functioning and is characterized by positive and appropriate interactions and involvement between parents and children. Good parenting promotes optimal growth for the children in the family.

The purpose of the North Carolina Parenting Education Network (NCPEN) is to facilitate statewide linkages among parents and other *partners* to encourage positive parenting practices. The term *partners* is broadly inclusive of all those who play an important role in a child's life. This may include grandparents and other kin, single parents, step parents, foster parents, co-parents, teen parents, guardians, and other caregivers.

NCPEN shall:

- Serve as a technical assistance resource and conduit of information for parent educators who serve as resources to parents across the state;
Network within and between groups who provide educational resources to parents to promote quality parenting education;
Connect organizations with similar goals for greater efficiency in parenting education;
Assure that parenting is a statewide emphasis in all communities;
Partner in hosting parenting educational experiences;

ARTICLE III: MEMBERSHIP

Section 1: Eligibility - Any individual interested in promoting a professional level of parent education and enhancing parenting skills is eligible for membership. An individual member shall have a maximum of one vote per membership with eligible voting privileges upon payment of dues.

Section 2: Term of Membership - The term of membership shall be one year, renewable annually. January 1 to December 31 will be the membership year.

Section 3: Membership Dues - Each member of the association shall pay annual dues of ten (\$10.00) on January 1 of the calendar year. Nonpayment of dues, after one year, shall cause a member to be dropped from membership in the association. Benefits of membership include a special electronic announcements of NCPEN newsletters, professional conferences, and the opportunity to apply to be a [Credentialed Parenting Educator](#).

Section 4: Termination - By a two-thirds (2/3) vote of the Board of Directors, the membership of a member, after proper notice and a hearing, may be terminated or suspended if such person does any act prejudicial to the affairs of the association.

ARTICLE IV: OFFICERS

Section 1: Each officer of this association shall be a member in good standing, and have been a member of the organization for one year.

Section 2: Officers and their election

a. The officers of this association shall consist of a Chair, Chair-elect, Past-Chair, Recording Secretary, and Treasurer. Committee Chairs are part of the Board of Directors but officers make up the Executive Board. Committee Chairs will serve for a term of at least two years and can be reappointed by the Chair.

b. Officers shall be elected during the NCPEN annual elections meeting in April by email or mail in ballot prior to the meeting, by the membership. The term of office shall commence July 1 and shall be for one year, or until their successors are elected.

c. Officers will serve one term but may be re-elected to serve up to two consecutive terms or two years.

Section 3: Nominating Committee -

a. Nominating committee shall consist of a minimum of three (3-5) members appointed by the Executive Committee three months prior to the annual meeting. The nominating committee will solicit candidates from the membership. A nominating slate shall be presented to the Board of Directors by February 1st.

Section 4: Vacancies

A vacancy in the office of Chair, shall be filled by the Chair-Elect for the unexpired term. Any other vacancy shall be filled by a majority vote of the Board of Directors.

Section 5: Executive Committee and Duties

a. The Executive Committee shall be comprised of the officers. They shall meet at the discretion of the Chair.

b. Chair - shall be the chief executive officer of the association and shall preside at all meetings. The Chair shall be the official spokesperson of the Network or may delegate as deemed necessary. The Chair shall be an ex-officio member of all committees. The chair is not a member of the nominating committee.

c. Chair-Elect - shall prepare to assume the Chair of the Network. In the absence of the Chair, the Chair-Elect shall assume the duties of the Chair. In the case of a vacancy in the office of the Chair, the Chair-Elect shall automatically become Chair for the unexpired term.

d. Past-Chair - shall act as an assistant to the Chair, shall plan at least 2 educational programs per year, and shall perform such duties as deemed necessary.

e. Recording Secretary - shall record and distribute the minutes of the annual meeting of the Network and of the Executive committee/board. The Secretary shall be responsible for correspondence as directed by the Chair.

f. Treasurer - shall have custody of all funds and keep complete, accurate and detailed financial records of the Network. The Treasurer shall present financial reports at all meetings of the Network. The Treasurer shall pay all bills and file tax reports of the Network upon proper authorization. The Treasurer shall be chair of the Finance/Budget committee as needed.

ARTICLE V: BOARD OF DIRECTORS - shall consist of the Executive Committee, Chairpersons of all Standing and Special committees and such additional personnel or ex-officio members as the Executive Committee deems necessary.

ARTICLE VI: COMMITTEES - The Executive Committee shall have the power to establish and abolish Standing and Special Committees.

ARTICLE VII: MEETINGS

Section 1: Meetings of the North Carolina Parenting Education Network shall be held on at least a semi-annual basis.

Section 2: Committee meetings are held at the discretion of the chair and members of the committee.

Section 3: Annual meeting and Presentation of Officers shall be held in April.

Section 4: Special meetings may be called by the Chair or a majority of the Executive committee with notice given ten (10) days prior to the special meeting.

Section 5: Executive committee meetings shall meet at the discretion of the Chair.

Section 6: Quorum - A majority of members present shall constitute a quorum for the transaction of business in any meeting of the Network.

Section 7: Proxies - Each voting member shall have the right to execute a written proxy (or report representing his/her opinion) which shall be filed with the Recording Secretary prior to the beginning of the appropriate meeting.

ARTICLE VIII: FISCAL YEAR - The fiscal year shall be January 1 through December 31.

ARTICLE IX: AMENDMENTS

Section 1: These Bylaws may be amended by a two-thirds (2/3) vote at any regular meeting of the Board of Directors or at a special meeting called for that purpose. A copy of the proposed amendments(s) and written notice of the meeting shall be given to each member of the Board of Directors ten (10) days prior to the meeting.

ARTICLE X: POWERS OF THE BOARD OF DIRECTORS - Subject to limitations, if any, of the Articles of Incorporation, of the Bylaws, and of the North Carolina Corporation Code, all corporate powers shall be exercised by the board of directors.

ARTICLE XI: PARLIAMENTARY AUTHORITY - Robert's Rules of Order Newly Revised shall govern the association in all matters not provided for by these Bylaws.

Passed 2/07