

# Wisconsin Chapter IPMA-HR Bylaws

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## ARTICLE I. – NAME, GEOGRAPHICAL AREA AND INTENT TO FORM AN ORGANIZATION

Section 1. This chapter shall be known as the Wisconsin Chapter of the International Public Management Association for Human Resources (IPMA-HR).

Section 2. The geographical area covered by this Chapter shall be the following: The State of Wisconsin.

Section 3. This organization shall be devoted to the improvement of business conditions for public sector Human Resource Professionals and will be distinguished by the training and networking opportunities offered by the organization.

## ARTICLE II – OBJECTIVES

In the interest of advancing and developing increased awareness of the role of the human resources function in the public sector, the following objectives are established for this chapter.

### MEMBERS

To provide a forum for persons engaged in public human resources administration to discuss and develop an understanding of current problems and to provide a medium for mutual self-improvement and increased job effectiveness.

This chapter will be primarily supported by membership dues and payment for training and professional development opportunities provided to its members.

No part of chapter net earnings will benefit any private shareholder or individual. This organization is not organized for profit and will not engage in any activity ordinarily carried out for profit.

Upon dissolution of the Chapter, any remaining funds will be sent to IPMA-HR.

### INTERNATIONAL ASSOCIATION RELATIONS

To implement the objectives and programs of the International Public Management Association for Human Resources within the Chapter area by identifying local needs and problems to the Association for purposes of soliciting their assistance in their solution and by assisting in planning and participating in the Association's program.

### PUBLIC AWARENESS

To inform the general public, civic groups, and public employees of the objectives and the role of public human resources administration through formal recognition of individual accomplishments and the review and analysis of current issue-oriented subjects.

### JURISDICTIONAL AND PROFESSIONAL COOPERATION

To encourage and facilitate cooperative action among public jurisdictions, private employers, and professional groups within the Chapter area on human resources problems of mutual concern.

### ARTICLE III – CHAPTER MEMBERSHIP

Section 1. Membership in this Chapter shall be open to any person interested in improving human resources administration in accordance with the principles of the merit system in public employment, and who is in sympathy with the objectives and program of this Chapter and of the International Public Management Association for Human Resources.

Section 2. Upon nomination by the Board of Directors of the Chapter and a majority vote of paid members, persons of acknowledged eminence for their contribution to public human resources administration may be elected to honorary membership in the Chapter. Honorary membership shall be limited to a maximum of fourteen, of which not more than three shall be awarded in any one calendar year.

Section 3. The annual dues for Chapter membership shall be determined by the Board of Directors of the Chapter.

### ARTICLE IV – CHAPTER OFFICERS AND BOARD OF DIRECTORS

Section 1. The officers of this Chapter shall consist of a President, a President-Elect, a Past President, a Secretary, and a Treasurer. Eligibility for nomination, election, and continuation in office as an officer of the Chapter shall be limited to persons eligible for membership.

Section 2. The management of the Chapter's affairs and the development and guidance of its program of activities shall be the responsibility of the Board of Directors of the Chapter. The Board shall have nine members, consisting of the Chapter President, President-Elect, Past President, Secretary, and Treasurer, together with four additional Board members to be elected from the Chapter membership.

Section 3. The term of office of Chapter officers (excluding the Treasurer) shall be for one year beginning on July 1, or until their successors have been elected and installed. The term of Treasurer shall be for two years beginning on July 1, 2011 or until their successor has been elected and installed. The other Board members will be elected for two years with at least one member elected each year.

Section 4. At least thirty days prior to the expiration of the terms of the officers and members of the Board, the President shall seek nominations for officers. The names of candidates nominated shall be mailed in ballot form to all paid members for purposes of soliciting their votes. Members shall have fifteen days, as specified on the ballot, to return their ballot to the President. The President shall tabulate and present, in writing, the results of the election at the Chapter meeting held closest to the expiration date of the current officers' and board member's term of office.

Section 5. All paid members of the Chapter shall have a voice and a vote in the affairs of the Chapter. On matters calling for a decision by the Chapter membership, voting shall be by voice or by ballot as determined by the Board of Directors. Such matters will be considered approved upon receiving a simple majority vote of the paid members present or responding, unless a larger majority is specifically required in these bylaws.

Section 6. Prior to taking office, the President shall be a dues-paying member of the International Public Management Association for Human Resources. The Wisconsin Chapter will pay the International dues that are required for the President.

#### ARTICLE V – DUTIES OF OFFICERS AND THE BOARD OF DIRECTORS

Section 1. The President shall preside at all meetings of the Chapter and of the Board of Directors. He or she shall appoint various committees as deemed necessary or appropriate for carrying out the activities of the Chapter.

Section 2. The President-Elect shall exercise the functions covered in Section 1 of this Article in the absence of the President or his or her temporary incapacity to serve, and shall assume the office of Chapter President upon the expiration of the current President's term of office.

Section 3. The Secretary shall be responsible for notifying members of Chapter meetings and for submitting an annual report of the Chapter's activities to the International Public Management Association for Human Resources containing a summary of Chapter activities, new officers, and a financial report prepared by the Treasurer. The Secretary will also be responsible for recording minutes of board meetings and distributing them to the board.

Section 4. The Treasurer shall be responsible for the receipt, custody and disbursement of Chapter funds, the membership records, subject to the control and review of the Board. He or she shall prepare and submit to the members an annual financial report, and shall submit such other reports to the Board as the Board may require. He or she shall also prepare and submit all reporting requirements to the Internal Revenue Service (IRS). The President shall annually appoint an auditing committee to audit the Treasurer's accounts, and the report of this committee shall accompany the Treasurer's annual financial report.

Section 5. The Board of Directors shall meet at the call of the President, such meeting to be held at least every six months. Board meetings shall be for the purpose of reviewing the activities of the Chapter, developing plans for future activities and for considering other matters brought to the attention of the Board by the Chapter officers or by the Chapter membership. At any meeting held for the purposes of transacting Chapter business, a quorum shall consist of at least four members of the Board of Directors.

Section 6. The Past President shall be a member of the board to help maintain continuity and assist the new President and the board. The Past President may exercise the functions covered in Section 1 of the Article in the absence of the President and President-Elect.

Section 7. If any of the Chapter officers should resign or be unable to perform the duties of their office, and if the unexpired portion of the term is 90 days or more, the Board of Directors shall call a special election. If the unexpired portion of the term is less than 90 days, the Board of Directors shall designate one of the Board members to perform the duties of the office until the next regular election is held. The Board of Directors may also call a special election to fill any position or office created by an amendment of these bylaws.

## ARTICLE VI – CHAPTER MEETINGS

Section 1. Regular meetings of the Chapter shall be held at least once every three months. The President shall set the time and place of all Chapter meetings, and the Secretary shall notify the members.

Section 2. At any meeting held for the purpose of transacting Chapter business a quorum shall consist of at least 25% of the paid members of the Chapter.

Section 3. Except as herein provided, Robert’s “Rules of Order” shall govern the proceedings of the Chapter.

## ARTICLE VII – AMENDMENTS

Section 1. Proposed amendments to these bylaws may be initiated by action of the Board of Directors, or upon written petition signed by at least ten members of the Chapter. Amendments initiated by petition shall be addressed to the President for submission to the Chapter membership.

Section 2. Proposed amendments will be transmitted by the Secretary to the members, in writing, at least thirty days in advance of the date on which they are to be voted on by the members. In the case of proposed amendments initiated by petition, the text of the amendment may be accompanied by the recommendation of the Board of Directors. The adoption of any amendment to these bylaws is contingent upon receiving a two-thirds majority vote of the paid Chapter membership voting and the approval of the International Public Management Association for Human Resources, as specified in Section 3 of this Article.

Section 3. Before any amendments to these bylaws are formally presented to the Chapter membership for consideration, the Secretary shall submit the proposed amendment or amendments to the International Public Management Association for Human Resources, together with a request that the proposed bylaw changes be reviewed for conformity with policies of the International Public Management Association for Human Resources as established by the Executive Council. No action on these proposed amendments will be taken until a response to a request for review has been received by the Chapter.

Section 4. Whenever the bylaws are amended, the Secretary shall, as soon as possible, provide the International Public Management Association for Human Resources with six copies of the bylaws as amended. Any amendments to these bylaws deemed by the Executive Council to be in conflict with the objectives or policies of the International Public Management Association for Human Resources shall be referred back to the Chapter membership for reconsideration.

## ARTICLE VIII – LIABILITIES

The International Public Management Association for Human Resources is not responsible for any liabilities this Chapter might incur.

## ARTICLE IX – EFFECTIVE DATE

These bylaws shall become effective upon approval by the Executive Council.

NAME: Wisconsin Chapter IPMA-HR

PURPOSE: To encourage and facilitate cooperative action among public jurisdictions, private employers, and professional groups within the Chapter area on human resources problems of mutual concern.

INTENT: To form a not for profit organization that benefits human resource professionals working in the public sector.

SIGNATURES:

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Wisconsin Chapter President

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Wisconsin Chapter Secretary

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Wisconsin Chapter Treasurer