



ARTICLE I – NAME

1. This organization shall be known as the London & District Chapter APICS, Region VIII.
2. It shall be a non-profit organization, and no part of the net earnings shall benefit any individual member.

ARTICLE II - PURPOSE

The purpose of this chapter shall be:

1. To provide the opportunity for our members to exchange ideas in the field of operations management through meetings, workshops and plant tours.
2. To provide education opportunities to our members and community.
3. To communicate to our members and other interested parties information about APICS and our chapter events.

ARTICLE III - MEMBERSHIP

1. Classes of Membership

Membership shall be divided into two classes: corporate and individual.

a. Corporate Membership

- i. Each such company may designate as its representatives five (5) individuals who shall enjoy full membership privileges.
- ii. Each such company shall be entitled to send any number of employees to any chapter activity at member rates.
- iii. Each such company may change its representatives at any time upon written notice to the local chapter and/or to the executive director of APICS.

b. Individual Memberships.

2. Admission

Membership of an eligible applicant becomes effective upon receipt of membership application and fees at APICS.



London & District Chapter

Chapter By-Laws

Last revised June 27, 2006

3. Termination of Membership
 - a. As per APICS guidelines, membership shall be terminated when a member
 - i. Resigns, or
 - ii. Is in arrears in the payment of dues
 - b. The chapter board of directors may suspend or expel any member for cause.
 - i. This shall not be done until after the member has been given an opportunity to explain the offending action.
 - ii. A suspended member shall have inactive status until reinstated by the board of directors.
 - iii. The name of an expelled member shall be stricken from the membership roll.

ARTICLE IV - DUES AND FINANCE

1. **Dues and Chapter Fees**
 - a. Each member shall pay society dues to APICS Region VIII.
 - b. In addition to society dues, each member shall pay chapter fees determined by the chapter board of directors.
2. **When Due**

Dues shall be due and payable originally with the application for membership, and thereafter on each anniversary date.
3. **Contracts, Letters of Intent**

All contracts, releases, agreements, letters of intent, or commitments made in the name of, or on behalf of, the chapter shall be submitted to the chapter board of directors for appropriate review and signature by duly authorized person(s).
4. **Non compensation**

No voting member of the chapter board of directors shall receive compensation for services rendered.



ARTICLE V - ELECTIONS

1. Election and Terms

- a. The elected board members receiving a majority of the votes shall be elected for a term of one year, to run January 1 to December 31. Board members may be nominated for successive terms.
- b. Elections shall take place at the first chapter meeting in the fall of each year. Nominations from the floor will be recognized if the nominee is present or if accompanied by a letter of willingness to serve.
- c. Less than half the board of directors shall be from one (1) firm.
- d. Any member of the Chapter Board of Directors or committees must be a member of APICS in good standing.
- e. Voting is restricted to current APICS members in good standing.
- f. The officers of the Chapter will be:
 - President
 - Past President
 - VP Membership
 - VP Education
 - VP Finance
 - VP Communications
 - Secretary
 - Events Coordinator

ARTICLE VI - BOARD OF DIRECTORS

1. Members

The board of directors shall consist of the elected officers of the chapter.

2. Functions and Duties

- a. The board of directors shall be responsible for the establishment of policy for the chapter. It shall be responsible for the management of the affairs and activities of the chapter.
- b. All members of the board of directors shall be entitled to vote on all matters before the board (in person or by proxy).

3. Past President

The immediate past President shall be an ex-officio member of the board.

4. Board Meetings

The board shall meet no fewer than six times a year at a time and place designated by the board.

5. Special Meetings

The President shall have the authority to call special meetings of the board of directors upon reasonable notice to the members.

6. Removal of Board Members from Office and Filling of Vacancies

a. Any member of the board who fails to attend a total of three meetings of the board during the year, where that member has not given reasonable notice, shall be deemed to have automatically resigned from the board.

b. If the President is temporarily unable to perform his or her duties, the board shall appoint another officer to perform these duties during such temporary period.

c. All vacancies on the board of directors between elections shall be filled by the existing board members.

ARTICLE VII - PARLIAMENTARY AUTHORITY AND SUSPENSIONS OF RULES

1. Parliamentary Authority

All meetings of the duly constituted bodies of the chapter shall be governed by the rules of order as prescribed in Robert's Rules of Order, Revised, provided the same are not superseded by the bylaws and are applicable.

2. Suspension of Bylaws

The standing rules may be temporarily suspended by a two-thirds vote of those present at any meeting of the board.

3. Interpretation of the Bylaws

The chapter board of directors shall be the authority for the interpretation of these bylaws.

4. Non-conflict with the Society Bylaws

The bylaws of this chapter shall be in harmony with, and not conflict in any manner with, the society bylaws of APICS. The society bylaws shall govern and prevail in all matters.

ARTICLE VIII – DISSOLUTION

The chapter shall use its assets only to accomplish the objectives and purposes specified in these bylaws, and no part of said funds or other assets shall be distributed to the members of the chapter. On dissolution of the chapter, any funds remaining shall be donated to an APICS chapter within the region of the disbanding chapter. The region vice-President's approval must be obtained for the distribution of the assets to the chapter within the region.



ARTICLE IX – AMENDMENTS

1. Proposals

a. Amendments to these bylaws shall be proposed in writing to the chapter board of directors by a special bylaws committee or by a request signed by ten (10) percent of the members in good standing.

b. Members will be notified of all bylaw changes. Members in dispute of these changes should notify the board in writing within thirty (30) days. If ten (10) percent of the members dispute the bylaw amendment, the amendment will be taken to a vote.

2. Voting

An affirmative vote of two-thirds of the members voting shall be required for the adoption of an amendment to these bylaws.

ARTICLE X – QUORUM

1. Membership Quorum

The members present at any regular meeting of the chapter shall constitute a quorum of the chapter.

2. Board Quorum

Two-thirds of the members of the board of directors shall constitute a quorum of the board.