

BYLAWS

National Association Teachers of Family and Consumer Sciences

Adopted, 1977-Revised 1994, 1996, 1999, and 2001, 2011.....102

BYLAWS
of the
NATIONAL ASSOCIATION
TEACHERS OF
FAMILY AND CONSUMER SCIENCES

ADOPTED, 1977—REVISED, 1994, 1996, 1999, 2001, 2011

ARTICLE I- Name

The name of this nonprofit organization shall be the National Association Teachers of Family and Consumer Sciences, NATFACS, hereinafter referred to as the Association.

ARTICLE II-Purpose

To provide an organization for group expression and group action dealing with problems of national importance to Family and Consumer Sciences Education.

To provide opportunity for an exchange of ideas and materials as well as a sharing of experiences.

To support the purposes of the Association for Career and Technical Education.

ARTICLE III- Membership Dues

Section 1. Eligibility

Any member of the Association of Career and Technical Education in good standing, who is a teacher of Family and Consumer Sciences or who is interested in the teaching of Family and Consumer Sciences is eligible for membership.

The types of membership are Active, Retired, and Student.

Section 2. Dues

The dues of the Association shall be determined by the Executive Board, subject to a majority of the membership present at the Annual Meeting

ARTICLE IV- Officers

Section 1. Officers

The Officers of the Association shall be the President, President-Elect, Immediate Past President, Secretary, and Administrative Assistant.

Section 2. Duties of Officers

- a. PRESIDENT**— The President shall perform all the duties assigned to that office.
The President, or in the President's absence, the President-Elect shall preside at all the meetings of the Association, Executive Board, and Executive Committee. The President shall be an ex-officio member of all committees except the Nominating Committee.
- b. PRESIDENT-ELECT**— The President-Elect shall, in the absence of the President, perform the duties of President. In case of a permanent vacancy in the office of President, the President-Elect shall automatically become President for the remainder of the term.
- c. IMMEDIATE PAST PRESIDENT**— The Immediate Past President shall serve as consultant to the President and as chair of the Awards Committee.
- d. SECRETARY**— The Secretary shall keep accurate records of the proceedings of all meetings of the Association, conduct correspondence, serve as editor of the newsletter, and fulfill other duties as directed by the President.

Section 3. Officer Ceases to Function

If an officer ceases to function as designated in the Bylaws, the Executive Board will take action. Ultimate action may result in removal from office. A replacement may be named by the Executive Board to fill the remaining term.

Section 4. Administrative Assistant Position

The NATFACS Administrative Assistant is responsible for maintaining the checking account by making all deposits and paying all properly submitted bills from association funds; preparing

year-end financial statements for the audit committee and financial reports for the executive board meetings and the annual meeting; preparing a budget in conference with the executive board; collecting membership dues and keeping an accurate computerized membership list by state; sending membership reminders; attending NATFACS annual meeting; assisting with registration and collection of convention monies; and any other duties deemed necessary by the Executive Board.

ARTICLE V- Election of Officers

Section 1. Eligibility

Association members who are currently teaching Family and Consumer Sciences at the elementary, secondary, college or university level are eligible to hold office. The members shall have actively participated in at least one National Association Teachers of Family and Consumer Sciences/Association of Career and Technical Education Convention. Any officer ceasing to be employed as a teacher but remaining in the field of education may complete the term of office, otherwise a vacancy occurs.

Section 2. Process of Nomination

The Nominating Committee shall accept nominations for the office of President-Elect annually, nominations for the office of Secretary in even numbered years. Each state may submit only one officer nominee per year. The method of selection of the nominee shall remain the prerogative of the state. No nominee shall be considered for any office other than the one for which nominated unless written consent is secured from the nominee, the state supervisor, and the Association President. All nominations are to be mailed to the Nominating Committee Chair with a postmark of October 1 or earlier. (Emergency Clause—If a full slate of nominations has not been received by the designated deadline, the Executive Board shall establish emergency guidelines.)

Section 3. Method of Election

The election shall be by secret ballot at the Annual Business Meeting of the Association during the Association of Career and Technical Education Convention. All members present shall be eligible to vote. A majority of votes cast shall be required for the election of a nominee to an office.

Section 4. Term of Office

The term of the elected office shall begin July 1 after the election. The newly installed President-Elect and Secretary shall be invited to attend meetings of the Executive Board, which may be held before assuming office on July 1. Officers shall be installed at the Annual Meeting at which they are elected.

Section 5. Vacancies

In the event of a vacancy in the office of the President the President-Elect shall complete the unexpired term. In the event of the vacancies in the office of both the President and President-Elect, the Immediate Past President shall consult with the other officers to fill the vacancy of the President. In the event of a vacancy in the office of the Secretary, the President shall appoint a person to fill the unexpired term. A vacancy of the position for Administrative Assistant shall be filled according to the terms of the present job description and position contract.

ARTICLE VI- Executive Board

Section 1. Composition

The Executive Board shall consist of the President, the President-Elect, the Immediate Past President and the Secretary. The Administrative Assistant will serve as a non-voting member of the Executive Board.

Section 2. Consultant

The State Supervisor or another Family and Consumer Sciences Education person from the state of the President shall be asked by the President to serve as Consultant to the Executive Board.

Section 3. Officers' Expenses

Expenses incurred by the officers of the Association representing the Association at the Association of Career and Technical Education Convention and on official Association business shall be paid in full according to policy. Any expense not included in the Board prior to incurring the approved budget must be expense. Expenses and/or stipend of the Administrative Assistant will be paid according to the terms of the existing contract.

Section 4. Call of Board Meeting

The Executive Board shall meet at the call of the President or at the written request of three members of the Board.

Section 5. Duties

The Executive Board shall plan and direct the activities of the Association.

ARTICLE VII- Committees

Section 1a. Standing Committees

- a. The **AWARDS COMMITTEE** shall determine the recipients of awards as directed by the Association. The Immediate Past President shall serve as chair of this committee.
- b. The **HISTORY COMMITTEE** shall secure and maintain records of each membership year to preserve the history of the Association. The Past-Past President shall serve as chair of this committee.

Section 1b. Appointed Committees

- c. The **LEGISLATIVE COMMITTEE** shall promote legislative action concerning Family and Consumer Sciences Education Programs in accordance with policies of the Family and Consumer Sciences Education Division and the Association of Career and Technical Education.
- d. The **PUBLIC RELATIONS COMMITTEE** shall promote Family and Consumer Sciences Education among its members in the total school program and in the business and industry community. This committee shall work to encourage membership in the Association.
- e. The **NOMINATING COMMITTEE** shall be appointed by the incoming President with a chair and a minimum of five members prior to March 15. The selection of a committee member from a state shall not prevent that state from nominating a candidate for office, but a candidate may not serve as a member of the nominating committee.
- f. The **FAMILY AND CONSUMER SCIENCES PROGRAMS COMMITTEE** shall work for the improvement of Family and Consumer Sciences programs.
- g. The **FINANCIAL GROWTH COMMITTEE** shall assist the Association with increasing revenue and securing financial support from business and industry partnerships.
- h. The **REGISTRATION COMMITTEE** shall work with the Local Arrangements chair and the Administrative Assistant to facilitate the Family and Consumer Sciences Division Registration during the ACTE Convention.
- i. The **LOCAL ARRANGEMENTS COMMITTEE** shall provide an atmosphere of welcome to all participants at the NATFACS sessions of the ACTE Convention.
- j. The **SCHOLARSHIP COMMITTEE** shall promote the profession of Family and Consumer Sciences through the development of an undergraduate scholarship program.

Section 2. Ad-Hoc Committees

Special Committees may be appointed by the President or the Executive Board as necessary.

Section 3. Fulfillment of Office

If a committee chair ceases to function as designated in the Bylaws, the Executive Board will take action. Ultimate action may result in removal as chair. A replacement may be named by the Executive Board to fill the unexpired term.

ARTICLE VIII- Meetings

Section 1. Annual Meeting

The Association shall meet annually during the Association of Career and Technical Education Convention.

Section 2. Policy and Planning Committee Meeting

The Association's Policy and Planning Committee shall meet annually at the time determined by the Executive Board. This committee shall be comprised of members of the Executive Board and the Standing Committee chairs.

Section 3. Quorum

A quorum shall be a simple majority of the designated body which is present.

ARTICLE IX- Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern in all cases to which they are applicable and not inconsistent with these Bylaws.

ARTICLE X- Amendments

These Bylaws may be amended by a two thirds vote of registered members present and voting at the Annual Meeting provided that amendments are offered in writing to the President and the Executive Board sixty (60) days prior to the date of the Annual Meeting, and provided further that amendments are made available to the membership through the state contact persons and/or the Newsletter at least thirty (30) days prior to the date of the Annual Meeting.

ARTICLE XI- Miscellaneous Provisions

Section 1. Dissolution.

Dissolution. Upon dissolution it shall be the obligation of the Board of Directors to ensure that all just debts and claims against the Association are paid. Any funds remaining after payment of all debts and obligations shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organizations exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. Such organizations are to be selected by the Executive Board.

Section 2. Indemnification.

Indemnification. To the fullest extent permitted by law, but limited to the Association's insurance coverage, the Association shall indemnify and hold harmless any and all past, present or future Officers, as identified and defined in these bylaws and, in its discretion and in accordance with law, may indemnify and hold harmless any agent or employee of this Association from all liabilities, expenses and counsel fees reasonably incurred in connection with all claims, demands, causes of action and other legal proceedings to which they may be subjected by reason of any alleged or actual action or inaction in the performance of the duties of such Director, Officer, employee or agent on behalf of the Association.

PROCEDURAL STATEMENTS

National Association Teachers of Family and Consumer Sciences

The following pages contain a review of NATFACS minutes starting with 2010 and going back to the beginning of NAVHET in 1974. These show the motions that pertain to policy decisions in the management of this Association. Policy may be changed by a simple motion, but a policy remains in effect until changed by a motion.

NATFACS PROCEDURAL STATEMENTS

APRIL 8, 2010 LOUISVILLE, KY POLICY AND PLANNING MEETING

Moved that new or updated memberships will be entered into the records up to two weeks before the first day of the annual conference.

MARCH 2009 TULSA , OK POLICY AND PLANNING MEETING

No procedural statements made.

MARCH 29, 2008 CHARLOTTE, NC POLICY AND PLANNING MEETING

Moved that Bylaws Article VII, Committee Section 1: Standing committees duties and responsibilities of the Public Information Committee and Membership Committee be combined to form the Public Relations Committee beginning 2009-2010 fiscal year.

APRIL 14, 2007 TULSA, OK POLICY AND PLANNING MEETING

Moved that the name Newsletter Committee be changed to Media Committee.

APRIL 1, 2006 PADUCAH POLICY AND PLANNING MEETING

Moved that the awards committee reserves the right to re-assign a nomination document to another category if it deemed more appropriate.

APRIL 24, 2005 HUNTSVILLE POLICY AND PLANNING MEETING

Moved that the legislative chair attend the ACTE Legislative Seminar: ACTE National Policy and Planning meeting every year.

APRIL 23, 2005 HUNTSVILLE POLICY AND PLANNING MEETING

Moved that the “per diem” reimbursement for meals be in line with ACTE’s guidelines.

Moved that NATFACS annually award up to five scholarships of five hundred dollars each, upon recommendation of the scholarship chair. Additional scholarships may be awarded at the discretion of the Executive Board.

MARCH 27, 2004 BIRMINGHAM POLICY AND PLANNING MEETING

Moved that committee chairs and the state consultant attending both NATFACS Policy and Planning meeting and ACTE will be reimbursed for travel expenditures up to but not exceeding the budgeted amount.

Moved that chairperson may not serve more than one consecutive term on the NATFACS Board.

Moved that NATFACS may award up to five scholarships of five hundred dollars each for the 2004-2005 school year.

MARCH 30, 2003 TULSA POLICY AND PLANNING MEETING

Moved that the chairs of the Registration Committee and the Scholarship Committee shall have served at least one year on the respective committees prior to the appointment.

Moved that the scholarship amount and number of scholarships given, will be determined at the annual Policy and Planning meeting by the NATFACS Board.

DECEMBER 11, 1999 ORLANDO ANNUAL MEETING

The executive board voted to allow the Secretary to maintain records for the last five years and the Administrative Assistant to maintain records older than five years.

APRIL 18, 1999 ORLANDO POLICY AND PLANNING MEETING

The executive board moved to make editorial changes in the bylaws to reflect the name change of the American Vocational Association (AVA) to the Association of Career and Technical Education (ACTE) as adopted by the AVA House of Delegates, December 13, 1998.

DECEMBER 12, 1998 NEW ORLEANS ANNUAL MEETING

The executive board voted to establish regional representatives from each ACTE region for the scholarship selection committee.

APRIL 4, 1998 NEW ORLEANS POLICY AND PLANNING MEETING

Moved that each official NATFACS Representative will be allocated funds within budget guidelines to attend the AVA Legislative Seminar/Policy Planning Meeting.

Moved that under the Budget guidelines, travel for the Legislative Chairman or an official representative should be in line with the amount allocated for officers at the AVA Legislative Seminar.

Moved that unused travel monies to AVA Legislative Seminar and NATFACS Policy and Planning meeting can be transferred and used for any of the other two within the fiscal year retroactive to July 1, 1997.

DECEMBER 13, 1997 LAS VEGAS ANNUAL MEETING

The Executive Board voted to establish a project to promote FACS Education in the form of a scholarship to be funded through a project with Favorite Recipes Press, Nashville, Tennessee.

APRIL 12, 1997 LAS VEGAS POLICY AND PLANNING MEETING

The Executive Board entered into contract with Bettye Brown, Administrative Assistant, effective July 1, 1997 to June 30, 1998.

APRIL 12, 1996 CINCINNATI POLICY AND PLANNING MEETING

Moved that NATFACS no longer pay for a subscription for "Vocational Education Weekly" for the President, due to the fact that the FACS Division pays for that subscription. Passed.

Moved that financial records be reviewed by an internal audit committee. Passed.

Moved to raise the "per diem" reimbursement for meals to \$6.00 for breakfast, \$8.00 for lunch, and \$20.00 for dinner. Passed.

Moved to raise travel (mileage) reimbursement to be consistent with income tax allowance.

DECEMBER 3, 1995 DENVER ANNUAL BUSINESS MEETING

Moved to initiate activity to secure a paid treasurer for the association. Passed.

MARCH 25, 1995 DENVER POLICY AND PLANNING MEETING

Moved that the President, President-Elect, and Legislative Chairman will each receive a subscription to the Vocational Education Weekly with cost to be paid from legislative concerns item in the budget. Passed.

Moved that the Secretary/Newsletter Editor be authorized to accept advertisements for the NATFACS newsletter. Advertisements must meet guidelines established by the executive committee. Passed.

NAVHET PROCEDURAL STATEMENTS

APRIL 17, 1994 DALLAS POLICY AND PLANNING MEETING

Moved that dues should be sent to the NAVHET Treasurer by November 1 each year. No dues will be processed between November 15 and January 30 due to major convention responsibilities of the NAVHET Treasurer. Any membership dues not received prior to November 15th will need to be paid at the NAVHET convention registration.

If the state processed dues after November 15th, any dues collected at convention will be credited to the following year. Passed.

Membership adopted a name change to NATIONAL ASSOCIATION TEACHERS OF FAMILY AND CONSUMER SCIENCES (NATFACS) at the annual business meeting in Dallas, Texas, in December 1994. All policies adopted under the name of NAVHET remain until changed by a motion.

DECEMBER 12, 1993 NASHVILLE EXECUTIVE BOARD MEETING

Moved when the membership votes to increase dues, the President will notify the states of the dues increase by April 1. Passed.

Moved to authorize the President and Treasurer to transfer funds from one sub budget category to another sub budget category without exceeding that section's total appropriations. Passed.

APRIL 19, 1993 NASHVILLE POLICY AND PLANNING MEETING

Moved that the association cash in a CD. The CD to be cashed should be the one with the least penalty cost for early withdrawal. Passed.

Moved to amend Article VI, Section 2 of the NAVHET By-laws as follows: "The state supervisor or another vocational Family and Consumer sciences education person from the state of the President shall be asked by the President to serve as Consultant to the Executive Board." Passed.

Moved that dues for retired and student members remain at \$3.00. Passed.

Moved to authorize an increase in budget category C-4-b (Bond and Audit) by \$25.00 to cover the expense of the bond. Passed.

DECMEBER 6, 1992 ST. LOUIS ANNUAL BUSINESS MEETING

Moved that NAVHET dues be increase from \$6.00 to \$10.00 beginning in 1993. Passed.

Moved that an additional one-hour absentee balloting time be added. (Time to be designated after convention planning meeting.) Passed.

Moved to transfer \$500.00 from C-1-d, \$400.00 from C-2-f and \$400.00 from C-1-k to C-4-c to purchase a computer. Passed.

Moved that budget C-1- j be used to cover expenses for two additional officers to attend the AVA Legislative Seminar, if needed. Passed.

Moved that fund from C-1-j be used to assist in sending the President to the Task Force on Professional Unity and Identity Planning Meeting in Scottsdale, Arizona. Passed.

APRIL 11, 1992 ST. LOUIS POLICY AND PLANNING MEETING

Moved to accept Emergency Guidelines for the process of nomination. Passed.

EMERGENCY GUIDELINES FOR PROCESS OF NOMINATION: If there are no candidates for an officer position, the following guidelines will be in effect. 1) Qualified candidates who have met the nomination designated deadline may be asked by the nominating chairman to be a candidate for the vacant position. 2) The nomination process will be reopened by notification to each state contact person. Nominations are to be submitted to the Nominating Chairman by October 1. 3) If a vacancy still exists, the President will appoint a member to the position.

Moved to appoint a committee to study NAVHET voting policy and submit to Executive Board by December 4, 1992, and report to members at annual business meeting. Passed.

Moved that budget item C3E (Nominating Committee Expenditures) be increased to \$400.00. Passed.

APRIL 13, 1991 LOS ANGELES POLICY AND PLANNING MEETING

Moved that checks written on the NAVHET account be cashed within 60 days or be declared void effective July 1, 1991. Passed.

Moved that the NAVHET Convention registration fee be \$5.00 for the 1991 AVA Convention. Passed.

APRIL 21, 1990 CINCINNATI POLICY AND PLANNING MEETING

Moved that NAVHET Convention registration for the 1990 Cincinnati Convention be \$5.00. Passed.

Moved that the operating expenses for the Treasurer and President be increased \$500.00 each to include monies for clerical assistance, effective with the 1990-1991 budget. Passed.

Moved that each NAVHET officer and the Legislative Committee Chairman receives a subscription to the Vocational Education Weekly, cost to be paid from the Legislative Concerns item in budget, effective July 1, 1990. Passed.

APRIL 16, 1989 ORLANDO POLICY AND PLANNING MEETING

Moved the Home Economics Programs, Financial Growth and Registration Committee Chairperson attend the NAVHET Policy and Planning Meeting annually. Passed.

Moved that committee chairpersons, with the exclusion of the officers chairing committees, and Consultant's convention travel be increased from \$200.00 to \$300.00 each and be included in future proposed budgets at the \$300.00 amount, to begin with the 1989-1990 budget. Passed.

Moved that NAVHET Convention registration fee for 1989 Orlando Convention be \$5.00. Passed.

Moved that NAVHET increase the NAVHET Policy and Planning Committee budget to \$5000.00 to cover expenses of committee chairpersons and new officers (10 persons at \$500.00 per person). Passed.

MARCH 27, 1988 ST. LOUIS POLICY AND PLANNING MEETING

Moved that NAVHET Convention registration fee for 1988 St. Louis Convention be \$5.00. Passed.

Moved that NAVHET award \$200.00 to a new professional to assist in expenses to attend AVA Convention with award guidelines being published in the Newsletter. Passed.

Moved to continue subscriptions to Legislative Brief, with annual subscription cost of \$75.00. Passed.

Moved to make NAVHET mailing labels available upon request at a cost of \$100.00 per 100. Passed.

Moved that NAVHET contribute \$500.00 to the AVA Building Fund, using proceeds from the sale of miscellaneous items and funds generated through Financial Growth Committee and the balance being paid from the Treasury. Passed.

Moved that NAVHET transfer \$5000.00 to a CD account effective immediately. Passed.

Moved that NAVHET increase the Legislative Concerns Budget to \$2500.00 to provide for representation at the AVA Policy Seminar by the chairperson of the Legislative Committee, and for the Secretary or Treasurer on the first year of their term of office and for any other needed legislative action. Passed.

MARCH 23, 1987 LAS VEGAS POLICY AND PLANNING MEETING

Moved that all eligible NAVHET Awards nominees receive a certificate recognizing that their state nominated them for the award. Passed.

Moved that the mailing labels for NAVHET Newsletter be printed from the computerized list of NAVHET members. Passed.

Moved that all travel expense vouchers be submitted to the President for approval within 10 days after the completion of travel. The President in turn will submit them within 10 days to the Treasurer for payment. Passed.

Moved that officers and committee chairmen who have unused budgeted convention expenses monies may apply the balance to expenses incurred to attend the National Vocational Home Economics Conference or the AVA Policy Seminar. The motion is retroactive to include 1986-87. Passed.

Moved that the Treasurer's operating expense budget include additional funds for travel expenses incurred in transferring records to the incoming Treasurer during the year of a change in officers. Passed.

MARCH 23, 1986 DALLAS POLICY AND PLANNING MEETING

Moved that officers seek outside financial support for printing the NAVHET Handbook and sponsoring the NAVHET Hospitality Suite at the annual AVA Convention. Passed.

Moved that we seek sponsorship to defray convention expenses. Passed.

Moved that the Treasurer accept only those dues that are for the correct amount. Passed.

Moved that the amount of the registration fee for the convention shall be determined by the Executive Board each year. Passed.

Moved that registration fee remain at \$2.00 for the 1986 convention and increase to \$5.00 for the 1987 convention. Passed.

Moved that we transfer \$4000.00 to Flora, Illinois, to purchase a Certificate of Deposit for NAVHET. Passed.

MARCH 16, 1985 LOUISVILLE POLICY AND PLANNING MEETING

Moved that all bills must be submitted to the NAVHET Treasurer by June 1, thus to the President by May 15. Passed.

Moved to delete the Facilitator Committee and use the funds for more appropriate expenses. Passed.

Moved that the Local Arrangements Chairperson attend the NAVHET Policy and Planning Meeting. Passed.

Moved that an officer must complete their term of office before running for another office. Passed.

Moved that there shall be no campaigning for elected NAVHET offices. Passed.

Moved that Student and Retired membership dues be one-half of Active membership dues. Passed.

Moved that we establish a two-dollar registration fee for NAVHET convention. Passed.

DECEMBER 2, 1984 NEW ORLEANS ANNUAL BUSINESS MEETING

Moved that the annual NAVHET dues beginning July 1, 1985, be \$6.00 per member. Passed.

APRIL 16, 1984 ATLANTA POLICY AND PLANNING MEETING

Moved that the Public Relations and Legislation Committee be divided into two committees beginning with the 1985-86 term. Passed.

Moved that we increase dues from \$3.00 to \$6.00. Passed.

Moved that we take the \$3500.00 C.D. certificate that matures in May and deposit it into operations budget. Passed.

Moved that a complete history be placed in the handbook and the History Committee Chairman place a one-page report in the convention packet. Passed.

Moved that the new guidelines for the NAVHET Awards be accepted. Passed.

MARCH 15, 1983 ARLINGTON EXECUTIVE BOARD MEETING

Moved to investigate advancing funds for the Newsletter and Membership Committees expenses. Passed.

Moved that the Nominating Committee include a Meet the Candidates Session at the annual convention and in case of an election tie, that each candidate be asked a different question about NAVHET before voting takes place. Passed.

Moved that no promotional items be distributed at the annual convention for an officer candidate. Vitas will be provided by the candidates on one side of an 8 ½" by 11" paper. Passed.

MARCH 27, 1982 ARLINGTON EXECUTIVE BOARD MEETING

Moved that reimbursement for per diem expenses and mileage be consistent with AVA Policy. Passed.

Moved that the President set up a NAVHET function for Past Officers during the AVA Convention. The participant shall cover the function expense. Passed.

MARCH 22, 1981 LOUISVILLE EXECUTIVE BOARD MEETING

Moved that the buying of a money market for \$10,000 be investigated. Passed.

Moved the acceptance of an expense voucher to be used for all NAVHET expenses starting July 1, 1981. Passed.

Moved that reimbursement for meal expenses should be actual expenses and not to exceed \$20.00 per day except when included in fees or a required function, starting July 1, 1981. Passed.

MARCH 30, 1980 LOUISVILLE POLICY AND PLANNING MEETING

Moved that the President and President-Elect represent NAVHET on the Teacher's Coalition. Passed.

Moved that Retired membership dues be one half of Active membership dues. Passed.

Moved that the President and President-Elect represent NAVHET at the AVA Policy and Planning, Legislative and Convention Planning workshop; as long as AVA assumes the expenses of one, NAVHET will assume the expenses of the other. Passed.

Moved that only currently serving officers will attend nationally significant meetings with expenses paid. In the event an officer cannot attend, the President may appoint an officer-elect to attend with expenses paid by the Association. Passed.

OCTOBER 23, 1979 LOUISVILLE POLICY AND PLANNING MEETING

Moved that the Handbook be rewritten each year. Passed.

Moved that officer mileage be \$.17 per mile. Passed.

MARCH 18, 1979 ST. LOUIS POLICY AND PLANNING MEETING

Moved that service to members by way of newsletter and member contact be incorporated into next year's program of work. Passed.

Moved that the present awards be continued with emphasis on NAVHET activities in the selection of Distinguished Service Award recipients. Passed.

Moved that the History Committee Chairman continue to keep the log and present it at the annual meeting. Passed.

Moved that all candidates for the Distinguished Service Award receive a certificate recognizing that their state selected them for this award. Passed.

DECEMBER 4, 1977 ATLANTIC CITY ANNUAL BUSINESS MEETING

Moved that dues be increase from \$1.00 to \$3.00 and student membership be increased from \$.50 to \$1.50. Passed.

MARCH 12, 1977 ST. LOUIS POLICY AND PLANNING MEETING

Moved that NAVHET be incorporated in the state of Illinois. Passed.

DECEMBER 7, 1975 ANAHEIM ANNUAL BUSINESS MEETING

Moved that NAVHET develop a newsletter when funds can provide it and that a pictorial record of the annual meeting be made each year. Passed.

DECEMBER 8, 1974 NEW ORLEANS ANNUAL BUSINESS MEETING

Moved that a workshop for NAVHET officers and committee chairmen be implemented. Passed.