

# **The Chamber in Hays, Kansas HAYS YOUNG PROFESSIONALS Bylaws**

## **Article One Name**

The Hays Young Professionals (hereinafter referred to as “HYP”) is an organization that exists under the umbrella of The Chamber in Hays, Kansas.

## **Article Two Governance**

The Chamber in Hays, Kansas Board of Directors (hereinafter referred to as “Board”) will be the governing board for the Hays Young Professionals. The Chamber staff will conduct and be responsible for day-to-day operations of HYP.

## **Article Three Mission & Objectives**

The mission of Hays Young Professionals is to promote the development, recruitment and retention of young professionals in the Hays area; to build a bond between the business community and young professionals; and to help make the Hays area the best place to live, serve, work and play.

The motto of HYP is Engage. Grow. Connect. Objectives consist of:

- To develop the business skills of young professionals within the Hays area.
- To connect young professionals to other young professionals as well as veteran professionals who can provide guidance, advice, and resources in helping the individual grow personally and professionally
- To empower young professionals to make a difference in their workplaces and community through service and educational opportunities
- To retain young professionals through increased opportunities and resources to enhance their professional development and business success within the Hays area
- To promote goodwill, understanding, and confidence in The Chamber in Hays, Kansas among young professionals in the area

## **Article Four Membership**

Each member of HYP shall be an individual who shares the goals of HYP. Each member shall be encouraged to attend all HYP meetings and events. Each member is highly encouraged to serve on one or more HYP committees.

### Goals:

- Promoting and reflecting community enthusiasm
- Providing opportunities for business networking
- Helping establish the next generation of leaders in the Hays area
- Offering ways for HYPs to volunteer and give back to the community
- Aiding in efforts to recruit and retain young professionals to the Hays area
- To provide an information network that lets Chamber staff know of problems with members of HYP so that the need of the individual can be addressed

A member in good standing is one who is current regarding the following obligations of membership:

- Applications for membership shall be in writing, on forms provided for that purpose, and signed by the applicant and their employer. Any applicant shall become a member upon payment of the regularly scheduled dues. Members are required to pay annual dues, as set by the Board- HYP dues will be used by The Chamber in Hays, Kansas for operating expenses associated with HYP.
- The ideal age for membership in the HYP shall be 21 to 40 years of age. There is no maximum limit of the number of young professionals that can belong to HYP.
- Any member in default in payment of dues may be suspended from all privileges of membership and shall be considered a member not in good standing. If, after notice, the default is not cured within a period of thirty (30) days, the membership of that member may terminate upon majority vote of the Board.
- Each member shall be entitled to one vote in person or vote by proxy, on each subject properly submitted for vote. In order to submit an item for a vote of the membership, it must be in writing and presented to the Chamber staff. The Chamber staff will present it to the Advisory Council which will then make a recommendation to the Board. The Board will approve an item for a majority vote of the HYP organization.
- Any member may be removed from membership by a majority vote of the Board for conduct deemed prejudicial to HYP, provided that the member shall have first been served with written notice of the accusations and shall have been given an opportunity to produce witnesses, if any, and to be heard at the regularly scheduled Board meeting at which the vote is taken.

## **Article Five Advisory Council**

An Advisory Council will be established and will meet monthly, or on an as needed basis. The current edition of Roberts' Rule of Order shall be the final source of authority in all questions of parliamentary procedure when such rules are not inconsistent with the Charter or by-laws of the Chamber. Meetings and agendas will be coordinated by the Chamber staff and Advisory Council Chair. The Advisory Council will represent the general HYP membership. Only one member per business may be represented on the Advisory Council. If an Advisory Council member makes a career change and another Advisory Council member is already representing that business, one of the two parties will need to submit their resignation to the Council. If a decision between the two parties cannot be reached, the first business representative shall remain on the Council with the second party submitting their resignation.

The Advisory Council shall share ideas, as well as guide and assist the HYP organization in its endeavors. The Council and Committee Chairs will recommend direction to the Chamber staff on events and project ideas. The Council will provide feedback to the Chamber staff regarding how the organization is addressing issues pertaining to young professionals in the community. The Council will always support and uphold what is best for the HYP organization and the governing body of The Chamber, the Board.

HYP members will make nominations for members of the Advisory Council and members in good standing will vote for the Council members with a simple majority vote. The Advisory Council will consist of no fewer than seven and no more than nine members from the HYP organization who are in good standing. Term limits will be three years in length. Each year, in September, names will be submitted for Council members. Annually, in \ October, an election will be held to vote for new members to be elected to the Advisory Council. Newly elected HYP Council members will be invited to attend the November Advisory Council meeting before their official term commences. Elections for the Advisory Council Chair, Chair-Elect, and Secretary will occur at the November meeting. Newly elected Advisory Council members will not have voting privileges until their official term begins in January, except for the election of officers at the November meeting. No Advisory Council member who has served two consecutive three-year terms is eligible for election for a third term. Advisory Council terms shall begin on January 1 of each year. Vacancies on the Advisory Council, or among the officers, shall be filled by the Advisory Council, by a majority vote. Council members so appointed shall complete the unexpired term.

A member of the Advisory Council who is absent from two consecutive Council meetings without providing prior notification to the Chamber office or Advisory Council Chair, or absent from more than four council meetings in a calendar year, shall automatically be dropped from the Council. Vacancies on the Advisory Council shall be filled by the Advisory Council, by a majority vote. A Council member so appointed shall complete the unexpired term.

## **Article Six Committees**

There are committees within HYP, including but not limited to.

### **Networking & Engagement Committee**

This committee is responsible for planning networking events and creating community engagement opportunities.

### **Membership Development Committee**

This committee creates unique and engaging professional and personal development opportunities to cultivate an array of leaders who excel in their careers and prosper in their community.

## **Article Seven Advisory Council Chairs and Committee Officers**

The Advisory Council is comprised of seven to nine voting members, the Chair only votes in the case of a tie. Committee Chairs participate in Advisory Council meetings as non-voting members. Committee Chair-Elects will only participate in Advisory Council meetings in the absence of the Committee Chair. Only voting members are allowed to participate in the portion of any meeting when conducting Advisory Council member and officer elections. Committee Chairs will provide feedback on candidates at the request of the voting Advisory Council members.

### **Officers:**

#### **HYP ADVISORY COUNCIL CHAIR**

The Advisory Council Chair is appointed by the Council to serve as the single point of contact/liaison between the HYP committees and the Advisory Council to ensure delivery of a consistent message. The Advisory Council Chair facilitates all HYP Membership Connection Lunches and Advisory Council meetings, including preparation of the meeting agendas, and delegate duties as necessary. **A minimum of one year of service on the council is required to be eligible to serve as the Chair.** The Chair shall only vote in the event of a tie. The Chair shall serve a one-year term only, which will commence on January 1<sup>st</sup> of each year and expire on December 31<sup>st</sup> of that same year,

unless unforeseen circumstances occur. In the event the Chair is unable to fulfill his/her term and the Chair-Elect is unable to step into that role, the Chamber Executive Director shall appoint a new Chair mid-term.

### **HYP ADVISORY COUNCIL CHAIR-ELECT**

The Advisory Council Chair-Elect is appointed by the Council to serve all of the duties of the chair in his/her absence. The Chair-Elect will assume role of the Chair at the January meeting following his or her one-year term of Chair-Elect. A new Chair-Elect will be voted in by the Advisory Council annually at the November meeting. In the event the Chair-Elect is unable to fulfill his/her term, the Chamber Executive Director shall appoint a new Chair-Elect mid-term.

### **HYP ADVISORY COUNCIL SECRETARY**

The Advisory Council Secretary is appointed by the Advisory Council via a vote to document all HYP and Advisory Council meetings through written record. The Advisory Council Secretary can delegate duties as necessary. A new Secretary will be voted on by the Advisory Council annually at the November meeting.

### **HYP Committee Chair**

Committee Chairs are responsible for creating agendas for their committee meetings and communicating project proposals and reports to the Advisory Council Chair monthly. Chairs should work to establish a Chair-Elect for their committees. Committee Chairs should serve a minimum of one-year term with a maximum of three years. If a Chair-Elect is unable to fulfill the role of Committee Chair or no Chair-Elect is in order, the Advisory Council will appoint an HYP member in good standing to serve as Chair.

### **HYP Committee Chair-Elect**

The Committee Chair-Elect shall serve the duties of the Chair in his/her absence, including attending Advisory Council meetings. Chair-Elects will become the Committee Chair when the current Chair's term of one to three-year term expires, or if the Chair resigns from the position. The Chair-Elect will be approved by the Advisory Council.

## **Article Eight Code of Commitment**

Each HYP member must adhere to the following Code of Commitment:

- To be present (in person or electronically)
- To provide service, enthusiasm and skills
- To participate in meetings, events and activities
- To respond to communication as needed
- To meet deadlines for RSVPs on social events and other activities

The bylaws of the HYP may be amended by the Board.